



Department for
Digital, Culture
Media & Sport

Operational Selection Procedure 1992- 2016 (Draft)

DCMS OSP Draft: 1992-2016

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1 Authority

1.1

The National Archives' Records Collection Policy was published in November 2012, and replaces the 2007 Acquisition and Disposal Policy. The Records Collection Policy sets out which records The National Archives will and will not seek to collect for permanent preservation, when they will collect them and where they will be held.

1.2

Operational Selection Policies (OSPs) are intended to be working tools for those involved in the selection of public records. This policy may, therefore, be reviewed and revised in the light of comments received from the users of the records or from archive professionals, the Department's experience of using the policy, or as a result of newly discovered information. There is no formal cycle of review but we would welcome comments at any time. The extent of any review and revision exercise will be determined by the nature of the comments received.

1.3

If you have any comments on this policy, please email:
information.management@nationalarchives.gsi.gov.uk

Or, write to:

Information Management and Practice Department

The National Archives

Kew, Richmond, Surrey TW9 4DU

2 Scope

2.1

This OSP covers the period from 1992 to 2016. It covers the activities of one government department which was known by two different names during this period: The Department of National Heritage, from 11th April 1992 – 13th July 1997, and subsequently, the Department for Culture, Media and Sport, from 14th July 1997- 2017.

2.2

This OSP does not cover the records of the 43 Arm's Length Bodies (ALBs) for which DCMS is the home department. These bodies are responsible for their own records management. However, DCMS may hold some of these ALB's records and the relevant ALB should be contacted before a decision is made on any future retention or destruction of such records.

3 The National Archives' Records Collection Policy criteria

The National Archives seeks to collect and preserve public records which document the principal policies and actions of the UK central government and English and Welsh Governments.

Including:

- records illustrative of the process of developing government policy and legislation
- research and other key evidence upon which policy formulation was based, and records relating to the review and evaluation of policy
- records of the interpretation and implementation of policy and the law. This includes records which illustrate changes of direction or provide clarity on the main functions of government
- records which detail changes in the strategic functions and obligations of the UK and English and Welsh Governments, including treaties and international agreements
- records that illustrate the government's role in the management of the UK economy

4 Themes for selection

Records relating to the main policy areas and Acts that the DNH and DCMS have been responsible for should be preserved. More specifically, records that relate to the defining of objectives, goals and the consideration of options that informed an Act and related policies; records relating to any research, consultations and working groups that fed into the decision making process relating to the development of these Acts and policies, and records that illustrate the process of their implementation.. All Acts on which DNH/DCMS were the lead department are listed chronologically in Annex 3 of this document. Annex 4 contain more detailed guidelines on TNA general selection procedures. Outlines of the major areas for the selection process follow.

The DNH was established 11th April 1992 following the General Election of 9th April 1992. Its aims were to conserve, nurture, enhance, and make more widely accessible the rich and varied cultural heritage of the countries of the United Kingdom. Statutory responsibility for the Department's functions was vested in the Secretary of State for National Heritage on 3rd July 1992 by the Transfer of Functions (National Heritage) Order 1992. These functions were transferred from the following government Departments and Offices.

Office of Arts and Libraries

- Functions transferred: arts, museums and galleries, libraries and some aspects of film

Department of the Environment

- Functions transferred: heritage

Department of Trade and Industry

- Functions transferred: film and export licensing of art, antiques and collectors' items

Department of Employment

- Functions transferred: tourism

Home Office

- Functions transferred: broadcasting, press and the safety of sports grounds

Department of Education and Science (Department of Education)

- Functions transferred: Sport

The Department for National Heritage was renamed The Department of Culture, Media and Sport on 14th July 1997. Since then, the Department has added several policy areas to its range of responsibilities. As of May 2017, DCMS is currently responsible for 19 policy areas, and has been involved in a number of events of national importance since its creation. For the purpose of this OSP, these will be grouped into themes for selection according to the following seven sub-categories. Although these are not exhaustive and are subject to revision.

4.1 Arts, Culture, Heritage and Royal Events.

- 4.11 In December 1992 the Department of National Heritage (DNH) made the announcement of final decisions of delegation of funding responsibilities from the Arts Council to the Regional Arts Boards.
- 4.12 The department purchased the freehold for the Colosseum and transferred it to the English National Opera.
- 4.13 Responsibility for the Treasure Trove Reviewing Committee in England and Wales moved from the Treasury to the Department of National Heritage.
- 4.14 In April 1993 the Royal Parks Agency was established as an executive agency within the Department of National Heritage.
- 4.15 From April 1st 1994, Ministerial responsibility for the Arts Councils of Scotland and Wales was transferred to the Secretaries of State for Scotland and Wales respectively. Responsibility for funding a further 42 clients was delegated to the 10 Regional Arts Bodies.
- 4.16 In October 1994, the DNH announced a new order restricting the scope of the exemption of church buildings from conservation control after carrying out a review of the old order. The Church of England and four other Christian denominations were the only ones exempted from the new order.
- 4.17 On the 1st of October 1994, responsibility for The Conservation Unit, a specialist team for advising government departments on the care of their historic buildings, was transferred from the Department of the Environment to the DNH.
- 4.18 In July 1995, the DNH assumed responsibility for local authority archive services, particularly historic records, as provided by the Local Government (Records) Act 1962. Together with the Royal Commission on Historic Manuscripts and the Public Record Office, the Department issued general guidance on the legislative requirements governing local authority records.
- 4.19 In March 1996, the DNH Conservation Unit published "Whitehall: a Guide to Good Conservation Practice.
- 4.110 In March 1996, the Department issued a consultation document on the "Recording of Portable Antiquities". In light of the responses this document received, the Department announced in December 1996 that it would provide funding for a two year pilot scheme, running from September 1997, to help assess the resources required to extend a reporting scheme across the whole country.

- 4.111 In May 1996, the DNH and the Welsh Office issued the pamphlet "Protecting our Heritage". The aim of this document was to initiate public debate regarding the building listing regime in England and Wales.
- 4.112 In May 1996, the Department organised a seminar to discuss culturally led regeneration. The seminar involved public, private and voluntary sectors.
- 4.113 On the 30th July 1996, the Department published "Setting the Scene: The Arts and Young People" after the Government's first full review of the arts for many years. "Setting the Scene" contained a wide range of measures aimed at helping young people realise their potential through the arts. From this emerged a joint DNH/RSA Arts Forum.
- 4.114 In September 1996, in conjunction with the Department of the Environment, the Department published "A Handbook on Architectural Competitions". This updated a 1986 publication and was specifically aimed at promoters who had little or no experience of running a building project.
- 4.115 In October 1996, the DNH Conservation Unit was merged with English Heritage's Central Government and Palaces Team to create the new Government Historic Buildings Advisory Unit.
- 4.116 The DNH was a member of the "World Squares for All" masterplan study for Trafalgar Square, Whitehall and Parliament, for which a year-long study was announced in November 1996. This was a high profile, inter-departmental initiative, also involving Westminster City Council and English Heritage, which aimed to improve pedestrian access to, and enjoyment of the area, as well as enhancing the heritage setting.
- 4.117 In December 1996, the Department published the document "London: Capital of Arts, Culture and Heritage". This outlined the impact in the nation's capital of the Department's sectors of responsibility.
- 4.118 In 1996 the DNH commissioned a study into a National Centre for Architecture by Rory Coonan. The Department took the findings into consideration.
- 4.119 In November 1996, the Grants to the Churches Conservation Trust Order 1996 was approved by Parliament. This was 70% funded by the DNH and its aim was to preserve Anglican churches of outstanding quality which are no longer required for worship and no alternative use can be found.
- 4.120 In February 1997, DCMS hosted a joint international conference with the Qualifications and Curriculum Authority (QCA). The Department discussed with QCA the possibility of producing joint guidance to schools on the cultural dimensions of the school curriculum.
- 4.121 In May 1997, The Treasure Trove Reviewing Committee was replaced by The Treasure Valuation Committee.
- 4.122 In June 1997, the Creative Industries Task Force, a cross departmental body involving DCMS, was established. Its aim was to provide a forum in which Government Ministers could come together with senior industry figures to assess the value of creative industries and identify ways of maximising their economic impact.
- 4.123 In September 1997, the Department was involved with the preparation and events surrounding the funeral of Diana Princess of Wales.

- 4.124 In November 1997, the Secretary of State asked Sir Richard Eyre to conduct an independent review of the future of the Royal Opera House companies and English National Opera. His remit was to offer recommendations that would improve financial stability, maximum value for public money, and widening access to the company's work.
- 4.125 During 1997, the Secretary of State announced a public consultation exercise regarding the Pairing Scheme for the Arts, a competitive scheme set up in 1984 that provides an incentive to business to sponsor the arts. Sponsors were asked how the scheme might be improved in future and how the Government should encourage business sponsorship of the arts.
- 4.126 In February 1998, the Department established the National Advisory Committee on Creative and Cultural Education in partnership with DFEE. Its function being to report on the creative and cultural development of young people in the education system.
- 4.127 In March, the Secretary of State announced details of the New Audiences Programme, the aim of the programme was to widen the audiences of arts organisations, especially younger people.
- 4.128 In August 1998, the Department published a consultation paper inviting views on possible new UNESCO world heritage sites. Over 400 responses were received and the list of new sites for nomination was announced in spring 1999.
- 4.129 During 1998, DCMS was responsible for overseeing the process of the transfer of Royal Historic Palaces from its previous status as an executive agency to a new charitable status as a royal charter body.
- 4.130 In 1999, The Greater London Authority Act transferred the responsibility for Trafalgar Square and Parliament Square from DCMS to the Greater London Authority.
- 4.131 In June 1999, The National Endowment for Science, Technology and the Arts formally launched with an endowment of £200 million after being established under The National Lottery Act 1998. Its objectives were to support and promote talent, innovation and creativity in those fields.
- 4.132 The Department's International Unit was established in 1999 in response to the Government's European role and to that with other international organisations such as UNESCO, which the UK rejoined in July 1997. The Government's Step-Change initiative, whereby Ministers and senior officials to make efforts to make meaningful contact with their opposite numbers in EU and Accession States.
- 4.133 In streamlining support for the built heritage sector, the Department's responsibilities for operating the Heritage Grant Fund (HGF) were transferred to English Heritage on 1 April 2000.
- 4.134 The year 2000 saw the publication by DCMS of, 'Getting Britain Giving to Culture', introducing a new simpler and improved tax regime for giving to cultural charities, underlining the Government's commitment to recognising and encouraging private support for cultural charities. The changes made it possible for many charities operating in the arts or heritage sectors to increase their income and raise their profile.
- 4.135 Announced in September 2000 by the Secretary of State, Culture Online aimed to provide interactive participation in the arts and culture through the Internet. It systematically

analysed the needs of its audiences – particularly in relation to the National Curriculum – and matched the resources of the arts and cultural sector to them.

- 4.136 The Department worked with the Commission for Architecture and the Built Environment (CABE) and others to develop and contribute to the range of initiatives aimed at improving the quality of public sector buildings, in particular the publication of Better Public Buildings in October 2000. This policy statement urged a step change in the quality of building design in the public sector.
- 4.137 The Illicit Trade Advisory Panel reported to Ministers in December 2000 and recommended inter alia that the UK should accede to the 1970 UNESCO Convention on the Means of Prohibiting and Preventing the Illicit Import, Export and Transfer of Ownership of Cultural Property.
- 4.138 The Culture and Recreation Bill, published in December 2000, enabled the creation of a new organisation, to be known as Culture Online, which aimed to make performing arts activities and cultural treasures available to the public on the Internet, or via other forms of digital technology. In addition, the Bill enabled the merger of English Heritage and the Royal Commission on Historic Monuments in England (RCHME), and provided English Heritage with powers to undertake functions relating to underwater archaeology formerly carried out by the RCHME. The Bill also expanded the powers of English Heritage so that it could carry out trading activities overseas. Further provisions of the Bill included: providing the Secretary of State with a statutory basis for making grants to the Arts Council of England (which has been funded until now under the annual Appropriation Acts); allowing the Commission for Architecture and the Built Environment to become a statutory body; and giving the Secretary of State the power to make an order, with the agreement of the governing bodies concerned, to amend legislation in relation to appointments to the governing bodies of certain national museums and galleries in England.
- 4.139 In February 2001, the Department announced that Creative Partnerships would be developed in 16 areas across the country. The objective of this initiative was to develop long term partnerships between schools, cultural and creative organisations and artists.
- 4.140 In early 2001, the Department published the Green Paper, “Culture and Creativity: The Next Ten Years”. This brought together the Departments in the cultural field, emphasising commitment to excellence, access and education. During the following consultation period, around 70 percent of respondents welcomed the themes in the document. However, it was felt that the document should include the built environment, reflect the role of local government and further develop rural policy.
- 4.141 Following the 2001 General Election, as well as other new policy areas, DCMS was given responsibility for planning for the Golden Jubilee in 2002.
- 4.142 In October 2001, the Department organised “Taking the Lead: Good Design in Public Buildings” conference at the Imperial War Museum. Key themes included social value of well-designed buildings and the need to include design elements from the outset of all building projects.
- 4.143 In December 2001, the Department, in conjunction with the Department for Transport, Local Government and the Regions, completed the widest ranging review for decades of the Government’s policies towards the historic environment, with the publication of ‘The

Historic Environment: A Force for Our Future'. It stressed how the historic environment can improve the quality of life through job creation, regeneration and a sense of community.

- 4.144 In September 2001, the first meeting of the Creative Industries/Higher Education Forum, set up by DCMS and other organisations in the university and creative sectors, took place. Its remit was to look at how higher education industries could best engage with the creative industries.
- 4.145 In April 2002, DCMS staff were responsible for organising the funeral of Her Majesty, Queen Elizabeth The Queen Mother. It also organised a memorial service for the victims of the 11th September 2001 tragedy.
- 4.146 In April 2002, the Department held a seminar entitled "Building a Sustainable Heritage". It addressed how to improve public understanding of sustainable development and how it could be implemented. This was planned to feed into a sustainable development strategy for DMCS in 2003.
- 4.147 In July 2002, DCMS published "Better Public Building Action Plan. This document fulfilled a commitment made by the Ministerial Design Champions that each would provide an action plan of what his or her Department was doing to support better standards of architectural design.
- 4.148 In 2002, the Golden Jubilee was one of the Department's most high profile programmes. It was managed through the Golden Jubilee Office (GJO), a dedicated team set up to support, facilitate and co-ordinate the celebrations. Working closely with Buckingham Palace and partners from the public private and voluntary sectors, 12 major projects, comprising 63 initiatives, were successfully delivered on time and to budget. The GJO was also responsible for the direct delivery of a number of projects.
- 4.149 On 31st July 2002, the secretary of State announced that the team of Gustafson Porter had been selected to design the fountain in Hyde Park to commemorate the life of Diana, Princess of Wales. The design received planning approval on 27th February 2003.
- 4.150 In December 2002, the Department organised the "Built Environment as an Educational Resource" conference at the Dulwich Picture Gallery. It successfully demonstrated how the built environment could be used to support a range of subjects within the National Curriculum, as well as lifelong learning benefitting the whole community.
- 4.151 During 2003, DCMS played a key role in securing the Dealing with Cultural Objects (Offences) Act 2003, which was tabled as a Private Member's Handout Bill by Richard Allan MP. The Act made it illegal to deal knowingly in cultural property in the UK which has been illegally removed from archaeological or architectural contexts anywhere in the world.
- 4.152 In July 2003, DCMS, in conjunction with the relevant bodies of the devolved administrations, published, "Protecting our Historic Environment: Making the System Work Better". This aimed to reform the way in which the historic environment can be protected and managed for future generations. The paper was informed by extensive pre-consultation, including face-to-face interviews with some 100 experts and discussions with a further 200 people in regional focus groups.
- 4.153 During 2003-04, DCMS was among the first UK Government Departments to be engaged in the post-conflict situation in Iraq, sending qualified secondees to the country to help re-

establish the Iraqi culture sector. The DCMS Cultural Property Unit was at the forefront of developing measures, such as the Iraq (UN Sanctions) Order 2003, to ensure the protection of Iraq's cultural policy.

- 4.154 During 2004, DCMS continued to strengthen its links to local government. It begun work with the Local Government Association on a programme of pathfinder projects to test new ways in which local authorities can use culture and leisure to support wider social and economic priorities. In addition, DCMS established a Cultural Services Excellence Network, comprised of councils with a proven track record in service delivery in its sectors, top act as a sounding board and as a source of new ideas for improved delivery.
- 4.155 In early 2004, DCMS appointed the joint DCMS and DfES Advisory Committee on Built Environment Education to examine the problems and opportunities that face the delivery of the built environment. The aim was to strengthen the partnership between the two departments, and to support policy proposals for both the historic and contemporary built environment.
- 4.156 In June 2004, the Department published 'Review of Heritage Protection: the way forward'. These were proposals for a comprehensive reform of the way the historic environment was protected and managed in England. They were designed to make the system simpler and more flexible while maintaining the contemporary level of protection.
- 4.157 On the 6th July 2004, The Diana Princess of Wales Memorial Fountain in Hyde Park was opened by the Queen. This was the culmination of a £3.6 million DCMS project, managed by The Royal Parks. Gustafson Porter were the design team. The Fountain was closed in December 2004 for a program of remedial works and re-opened on the 6th May 2005.
- 4.158 In 2005, the Department launched the creative economy program which aimed to contribute to the Departments goal of making the UK the world's creative hub. The programme looked at seven key productivity levers for the creative industries through a twin track approach of investigatory groups and industry consultation. It was officially launched in November 2005.
- 4.159 In 2005, DCMS established the first Dance Forum, which contributed to government dance policy as well as the Dance Links project. The Forum consisted of key figures in the sector who aimed to help shape future dance policies.
- 4.160 2005 saw the first of the reforms introduced by the Heritage Protection Review with the transfer of the administration for listed buildings from DCMS to English Heritage. The Review aimed to open up and simplify the heritage protection system used to protect and manage historic buildings, archaeology, parks, gardens and battlefields. DCMS also carried out a public consultation on new criteria to be used when assessing buildings for listing, to make the process easier to understand. A final version of the new criteria was due to be issued in partnership with Office of the Deputy Prime Minister in 2006.
- 4.161 In 2006, DCMS, DfES and over 450 representatives from music organisations, the music industry, arts and education charities trusts engaged in a collaborative effort to form 'The Music Manifesto'. Its aim was to provide a shared vision for improving music education across the country over a period of 3-5 years.

- 4.162 In September 2006, DCMS launched the Engaging Places Initiative. It aimed to address the issues that the DCMS/DfES Advisory Committee on Built Environment Education identified as hindering wider public engagement concerning heritage and the built environment.
- 4.163 In 2006, DCMS launched a new cultural initiative, 'UK-China: Connections through Culture' project. Created in partnership with the FCO and the British Council, this programme aimed to develop sustainable links between cultural organisations in the UK and China over a 4 year period.
- 4.164 In June 2005, DCMS took on joint responsibility with DTI for sponsorship of the Design Council and the advertising, computer games and publishing industries. DCMS also took on responsibility for the designer fashion industry and the arts and antiques markets.
- 4.165 After a wide ranging consultation process across the Heritage Sector, the Department published a White Paper on Heritage Protection Reform in March 2007. This set out proposals for a new heritage protection system that was simpler, more open to the general public and more flexible. It addressed a range of issues, including: the burden of the then current heritage protection consent regimes and the scope for management agreements to reduce this; and the protection of archaeological sites on agricultural land and in the marine environment.
- 4.166 In July 2007 responsibility for the National Endowment for Science, Technology and the Arts (NESTA), an executive NDPB was transferred from DCMS to the new Department for Innovation, Universities and Skills (DIUS).
- 4.167 In January 2008, a significant policy review, 'Supporting Excellence in the Arts: From Measurement to Judgement' by Sir Brian McMaster, was published. The review set out new ways to encourage, assess and reward high quality work in the arts and in museums and galleries. It placed risk taking and innovation at the centre of the funding framework for every cultural organisation.
- 4.168 In February 2008, in partnership with BERR and the Department for Innovation, Universities and Skills (DIUS), the Department launched the 'Creative Britain: New Talents for the New Economy' strategy document. Its 26 commitments outlined how the Government intended to take action to support the creative industries.
- 4.169 In September 2008, DCMS launched the Cultural Olympiad, a four year cultural programme that aimed to celebrate the spirit of the Olympic and Paralympic Games and to recognise that London 2012 was not just about Sport. It was delivered in partnership with the London Organising Committee of the Olympic and Paralympic Games (LOCOG), as well as a number public and private bodies at national and local level. Around 650 events were held across the country to mark the launch.
- 4.170 In April 2011, the Department played a significant role in helping to organise public events behind the Royal Wedding of HRH Prince William and Kate Middleton. The success of the event provided a good basis for the preparation of events for the HRH the Queen's Diamond Jubilee.
- 4.171 On 20th October 2010, DCMS decided as part of the Comprehensive Spending Review to withdraw funding from the Commission for Architecture and the Built Environment (CABE). The Design Council and CABE agreed to merge key design activities from 1st April 2011,

following an agreement reached by the two bodies and government. CABE was subsequently wound up during 2011-2012.

- 4.172 During 2011- 2012, the Department worked in conjunction with the Royal Household and other agencies to organise events marking the HRH the Queen's Diamond Jubilee.
- 4.173 From 2012, DCMS established itself as the lead Department in Government for the First World War Centenary commemorations, and stimulated a wide range of centenary related projects and activity across Government. It set up the governance and co-ordination arrangements to ensure the delivery of an inclusive and publicly engaging 4 year centenary programme.
- 4.174 In 2012, the Department supported UKNOW, the largest ever festival of UK Culture across China, and in 2013 it supported the Qatar-UK Year of Culture. In summer 2012, DCMS and the Scottish Government invited culture ministers from across the world to attend a summit in Edinburgh, to coincide with the Olympic and Paralympic Games and the international festival that sought greater cultural exchange.
- 4.175 In July 2013, the Department, in conjunction with the Department for Education, launched the National Plan for Cultural Education. This set out the Government's plan cultural education in England and summarised opportunities open to schools and teachers to give all children access to high quality education.
- 4.176 In April 2013, the Enterprise and Regulatory Reform Act came into force. This introduced a number of reforms to the heritage protection system in relation to listed buildings. These were designed to streamline its operation but retain current levels of protection.
- 4.177 In 2013, as part of DCMS's drive to unlock higher levels of philanthropy across its sectors, the Department invested £30 million capital funding in the establishment of endowments in the cultural sector, using a tiered match-funding system. The Catalyst programme was run jointly by DCMS with Arts Council England and the Heritage Lottery Fund.
- 4.178 During 2013-2014, the DCMS continued to work to strengthen philanthropy across the cultural sector through the new Cultural Gifts Scheme, which aimed to incentivise lifetime giving to the public collection. With this aim in mind, the Department agreed an increase in the annual cap on donations from £30 million to £40 million, which came into effect from April 2014.
- 4.179 In July 2013, the Department announced its intention to provide special funding of £80 million, subject to public consultation and the approval of a full business plan, to enable the establishment of a new business model for English Heritage. The investment aimed to enable the management of the National Heritage Collection of sites and buildings to become completely self-financing and to benefit from a new level of autonomy while maintaining appropriate safeguards. A public consultation on the proposals took place between December 2013 and February 2014, and an interim analysis of responses was published in March 2014.
- 4.180 2014 marked the centenary of the start of the First World War, and DCMS led the Government's plans to commemorate this and events over the following 4 years. The Department planned and delivered two of the major events marking the start of the centenary on 4th August 2014: the Service for the Commonwealth at Glasgow Cathedral, and the Mons Commemoration at St Symphorien Military Cemetery. It also established the

supporting programme of cultural events and activities – the 14-18 Now Programme, which was launched on the 27th March 2014.

- 4.181 Between July and November 2014, the Department organised the popular Poppies installation ‘Blood Swept Lands and Seas of Red’ in the moat of the Tower of London. The Department secured the necessary funding to retain and showcase part of the installation around the UK until 2018.
- 4.182 In September 2014, the Government launched a theatres tax relief to support growth in the sector across the country. It aimed to help develop new productions and bring theatre to new audiences.
- 4.183 During 2015-2016, DCMS created an £18 million cultural export fund and cultural calendar, promoting arts and culture overseas, and linking to broader UK business interests.
- 4.184 On 26th March 2015, the Prime Minister issued a Written Ministerial Statement announcing that the transfer of responsibility for promoting high quality design in the built environment would transfer from DCMS to DCLG with immediate effect.
- 4.185 In April 2015, a new business model for English Heritage was implemented. The model split English Heritage into two, with the creation of an expert non-departmental public body, Historic England, delivering planning and conservation services and advice, and a new charity, English Heritage, operating under licence from Historic England, which was to manage the National Heritage Collection of 420 historic sites and properties.
- 4.186 On 23rd March, DCMS published the ‘Culture White Paper’ setting out the Department’s ambitions for culture and the culture sectors. This included priorities, access and participation, local and national funding, partnerships and leaderships, cultural diplomacy at the international level and increasing financial resilience.
- 4.187 In April 2015, the Department delivered national commemorative events to mark the centenary of the Gallipoli Campaign at the Commonwealth War Graves Commission Helles Memorial in Turkey and at the Cenotaph in London. In the same year it contributed to the celebrations of the 70th Anniversary of Victory in Europe Day. This included organising the lighting of over 200 beacons, the first of which was lit by Her Majesty The Queen.

4.2 Broadcasting, Digital, Film and Media

- 4.21 In July 1992, the Department of National Heritage set up a review of press self-regulation carried out by Sir David Calcutt. Sir David’s report was published on 14th January 1993 and contained six recommendations.
- 4.22 In November 1992, the Department issued a consultation document about the future of the BBC, with the aim of providing a framework for public discussion of the BBC’s role after its Charter was due to expire in 1996.
- 4.23 After acquiring responsibility for film in 1992, DNH Ministers undertook a wide-ranging examination of all aspects of existing film policy, and of the Government’s relations with the film industry.

- 4.24 During 1994 the Department developed initial proposals for a regulatory framework for Digital Audio Broadcasting, to ensure that the interests of viewers and listeners were taken fully into account in the allocation of spectrum and the development of new technology.
- 4.25 In January 1994, the Secretary of State announced that there would be a review of the rules which restrict ownership between television companies, radio stations and newspapers. The review consisted of 64 written representations from interested parties, and supplemented these with a number of meetings with key players in the industry.
- 4.26 In July 1994 the Government published the White Paper "The Future of the BBC: Serving the Nation, Competing World-Wide" in which it announced the intention to merge the Broadcasting Standards Council and Broadcasting Complaints Commission. The Department was tasked with developing detailed proposals for the merger.
- 4.27 On the 16th of September 1994 the Northern Ireland broadcasting restrictions were lifted following developments in the Province which, in the Government's view, removed the need for them. Before they were lifted, a challenge to the restrictions was rejected by the European Commission on Human Rights.
- 4.28 In June 1995 the Department published a policy document, "The British Film Industry". Incorporating its response to the House of Commons National Heritage Select Committee's report on the film industry. The document outlined the positive trends in the British film industry and set out policy initiatives to ensure these trends are maintained.
- 4.29 In July 1995, the Department published a policy document, "Privacy and Media Intrusion", this document contained the Government's response to the recommendations of the National Heritage Committee's report on Privacy and Media Intrusion and those of Sir David Calcutt's Review of Press Self-Regulation. It concluded that the need for statutory regulation was not compelling.
- 4.210 In July 1995 the Department introduced two statutory instruments affecting broadcasting. The Broadcasting (Restrictions on holding of Licences) (Amendment) Order 1995 increased the number of radio licenses that could be held by one person from 20 to 35. The Broadcasting (Independent Productions) (Amendment) Order 1995 the increased the equity ceiling between broadcasters and independent producers from 15 to 25 percent.
- 4.211 In July 1996, in response to a report from Sir Peter Middleton's Advisory Commission on Film Finance, the Department announced that it would be working with the film industry and the financial community to create a new Film Finance Forum to help develop a better understanding of each other's activities. The Department also consulted the industry and others on a "New Definition of British Film".
- 4.212 During 1996 the Department launched its own website for the first time (<http://www.heritage.com>).
- 4.213 During 1996 the Department ran a consultation on the 'V-Chip', a device that can be fitted into televisions to help adults control children's access to certain types of television programmes. The results of the consultation were published in December 1996. The conclusion was that more research was necessary before any commitment was made to introduce the 'V-Chip'.

- 4.214 In May 1997, the Secretary of State announced plans to boost the British Film industry, initiating the wide ranging Review of Film Policy.
- 4.215 In July 1997, the Government announced that as Channel 4 was now well established with a steady income stream, the Channel 4 Funding Formula should be phased out.
- 4.216 In July 1997, the Government consulted widely with broadcasters, sports bodies and other interested parties on the establishment of firm criteria for the listing of sporting events and others of national importance that must be made available to terrestrial free-to-air television before they can be sold to subscription channels. An Advisory Group, representing the interests of both broadcasters and sports bodies, to review the contemporary list of sporting events was established and suggest changes to the DCMS Secretary of State.
- 4.217 In February 1998, the Department published a consultation paper, "Television: the Digital Future". This forecasted the take up of digital television services and suggested a firm date for switching of the analogue broadcast as a means of accelerating take up of Digital.
- 4.218 Following a successful Media Education Seminar held in 1999, the Department prepared a 'Media Literacy Statement'. This statement set out the Department's understanding of media literacy and critical viewing and aimed to act as a point of reference for future work.
- 4.219 In June 1999, the Prime Minister opened the National Foundation for Youth Music (NFYM), an independent charity set up by DCMS and core funded by £30 million of ACE funds over three years.
- 4.220 The Audio-Visual Industries Training Group (AVITG) was established jointly by the Department and Skillset, the National Training Organisation for Broadcasting, Film, Video and Multimedia, in 1999. The group's role was to investigate and report on the current and future skills required in broadcasting and the electronic media and to recommend the training and education needed to develop those skills.
- 4.221 The joint DCMS/DTI White Paper, 'A New Future for Communications', was published on 12 December 2000. It proposed new measures to reform current legislation on broadcasting and telecommunications in the light of technological convergence and market changes.
- 4.222 The Department worked with the broadcasting industry and consumer groups to produce a set of key messages for consumers about the benefits of digital television, which the Secretary of State launched at the Royal Television Society Autumn Symposium on 31 October 2000.
- 4.223 In 2001, The Secretary of State asked the British Screen Advisory Council (BSAC) to set up a working group on ethnic minority employment in the film industry, to explore the barriers to the employment of ethnic minorities both in front of and behind the camera. A report was prepared and consultations were undertaken prior to recommendations being presented to Government early in the summer of 2001.
- 4.224 In January 2001 Ministers announced a review of the statutory targets for subtitling, signing and audio description on digital terrestrial television. The opportunity was taken, as part of the review, to consider other aspects of the provision and reception of these services, including cable and satellite television. A consultation paper was published in July following preliminary discussions with interested parties. The results of the review were published on the departmental website in January 2001 and hard copies were sent to people who

responded to the consultation paper. As a result, it was concluded that the target for the provision of subtitling on Digital Terrestrial Television services should be raised from 50 per cent of programmes by the tenth anniversary of the start of the service to 80 per cent by the tenth anniversary, and that targets should be extended to cable and satellite services when the legislative opportunity allowed.

- 4.225 In December 2000, The Culture and Recreation Bill allowed the Film Council, the Commission for Architecture and the Built Environment and Resource to become statutory bodies and provide the Secretary of State with a statutory basis for making grants to them.
- 4.226 In July 2001, the Department introduced the Office of Communications Bill into Parliament. The Bill received Royal Assent on 19th March 2002. This added regulatory functions to the Office of communication (OFCOM), which had been created in Office of Communications Act in 2000.
- 4.227 On 26 November 2001, the Department published a paper on media ownership rules. The paper built on the framework for reform set out in the White Paper. It set out the Government's aim to maintain diversity and plurality in media markets, while promoting competition. Detailed policy proposals were put forward, and the responses informed the Communications Bill.
- 4.228 During 2001, DCMS and DTI, working with broadcasters and other major stakeholders, delivered a series of key initiatives to promote the take-up of digital television. These included the GO DIGITAL project, the launch of the DVB logo, and ITC trials to boost power transmission at 8 key transmitters.
- 4.229 On the 13th September 2001, the Secretary of State gave the BBC approval to launch three new digital television channels – BBC4 and two children's channels – and five new digital radio channels. The approval was subject to conditions, including commitments to high quality, interactivity and the use of home grown talent and productions.
- 4.230 On 17th September 2002, the Secretary of State announced the decision to approve BBC3, having rejected an earlier proposal. BBC3 was launched in February 2003 and replaced BBC Choice.
- 4.231 In July 2003, the Communications Act received Royal Assent. It was a major reform of regulation in the communications sector providing a regulatory framework that could adapt to the market as it changes. Its core purposes were: to deliver diverse and high-quality communications services; to ensure the widest possible access; to safeguard the interests of citizens and consumers, and to make the UK home to the most dynamic and competitive communications market in the world. The Act established OFCOM, which formally took up its responsibilities to implement the new regulatory regime in December 2003.
- 4.232 The Secretary of State launched the review of the then current BBC Charter with the publication of a thorough and wide-ranging consultation, "The Review of the BBC's Royal Charter", in December 2003. This document set out some of the key questions for debate around the review.
- 4.233 In July 2004, the Community Radio Order was approved by Parliament. The new licences provided local programmes, by local volunteers, for local people. The first licence was awarded to the Forest of Dean Community Radio.

- 4.234 In July 2004, DCMS, DTI and the Patent Office set up the Creative Industries Forum on Intellectual Property. Its task was to counter the threat of piracy, counterfeit goods and illegal file sharing; and to examine the best way to deal with these.
- 4.235 In July 2004 the Department published 'What you said about the BBC'. This summarised the results of the public-consultation and research on the future of the BBC. The Green Paper 'A Strong BBC Independent of Government' was published on 2nd March 2005, alongside the Department's response to the Culture, Media and Sport Select Committee's report on the BBC Charter review.
- 4.236 In September 2005, the Department announced that Digital Switchover would take place from 2008 on a region by region basis, starting with the Borders region. The programme was due for completion in 2012.
- 4.237 In 2005, as part of the Creative Economy Programme (see 4.157), the Department introduced a reform on film tax relief. The introduction of a new Cultural Test for British Films aimed to support the Government's goal to promote a sustainable British film industry.
- 4.238 On 14th March 2006, the Department published the White Paper, 'A Public Service for All: the BBC in the Digital Age'. Published alongside this was a draft version of the Royal Charter and Agreement. The White Paper built on the Green Paper, 'A Strong BBC, Independent of Government, published on 2nd March 2005.
- 4.239 On 19th September 2006, the new BBC Charter was sealed. It saw the replacement of the BBC board of Governors with two new bodies: the BBC Trust and the Executive Board.
- 4.240 In May 2006, the Secretary of State and the South African Arts Minister signed a package of film production agreements aimed at bringing economic and cultural benefits for the UK and partner countries.
- 4.241 In November 2007, DCMS and Ofcom announced plans for an independently chaired working group to look at the future of digital radio in the UK. The group was due to report its recommendations by the end of 2008.
- 4.242 In 2008, DCMS and BERR jointly set up The Convergence Think Tank. Its remit was to examine how the Government should approach the new communications market that had emerged from the convergence of broadcasting, telecoms and the internet.
- 4.243 In October 2008, a new co-production agreement was brought into force with India. This was to enable the UK and Indian producers to co-produce films that would qualify for national status in both countries, making them eligible for corresponding national incentives.
- 4.244 On 16th June 2009, the Department published the Digital Britain report in partnership with the Department for Business, Innovation and Skills (BIS). This set out the Government's plans on the global digital economy. It mapped out a strategy for staying in front on the digital economy and how the UK's creative industries could maximise future opportunities.
- 4.245 On February 11th 2011, DCMS laid an Order before Parliament for full deregulation on local cross-media ownership to create more opportunities and flexibility for local media. It removed barriers preventing independent producers from owning a local TV broadcast licence and dis-applied the 10% production quota to local TV.

- 4.246 On 21st December 2010, Number 10 announced that all responsibility for competition and policy issues relating to media, broadcasting, and digital and telecoms sectors was being transferred from BIS to the Secretary of State for Culture, Olympics, Media and Sport. This included full responsibility for OFCOM's activities in these areas. The formal transfer took place on 13th April 2011 when the Transfer of Functions Order came into force.
- 4.247 Also in 2011, DCMS took over responsibility for oversight of the British Film Institute (BFI). This had been formerly held by the UK Film Council, many of whose core functions were transferred to BFI in this year.
- 4.248 When BT was privatised in 1984 the Government gave a guarantee in respect of certain liabilities of the privatised company. The Crown Guarantee in respect of the pension liabilities to those who belonged to the BT pension scheme at the time of privatisation was imposed under section 64 of the 1984 Telecommunications Act. This was transferred to DCMS from BIS as part of the Transfer of Functions Order that came into effect on 13th April 2011.
- 4.249 During the period 2012-2013, DCMS facilitated agreement on a draft Royal Charter that aimed to help deliver a new system of independent and robust press regulation in the UK following the Leveson Inquiry.
- 4.250 In July 2013, the Department completed a comprehensive two year review of the media and telecommunications sector, publishing a report 'Connectivity, Content and Consumers: Britain's Digital Platform for Growth'. The report set out areas for action, marking the completion of a review of the legislative framework governing the media and telecommunications. Following a consultation, DCMS laid a draft Public Bodies Order in July to change some of Ofcom's duties and functions. The changes aimed to provide greater flexibility for the regulator, and to remove unnecessary duplication and spending.
- 4.251 Also in July 2013, DCMS repealed the requirement for TV dealers to notify TV Licensing that a television set had been sold or rented.
- 4.252 In 2013, the Department secured a detailed arrangement to implement the new BBC licence fee settlement, by amending the BBC Agreement and legislating to implement new funding commitments. This included provisions on a new partnership with the Welsh language TV channel (S4C) and the BBC World Service.
- 4.253 In 2013, the Department started rolling out BDUK's Mobile Infrastructure Project (MIP). The MIP was designed to run alongside Broadband Delivery UK (BDUK) to help address the problem of rural not-spots – areas where mobile coverage drops out – in parts of the country where it was not cost-effective for the mobile network operators (MNOs) to build out their networks. The first mast went live in April 2013.
- 4.254 In summer 2013, the Department pledged to take action to address the problem of nuisance calls, and March 2014 it published a Nuisance Calls Action Plan. This set out the actions that were being taken by Government, regulators, consumer groups and industry to tackle the issue.
- 4.255 In July 2013, following a two year review of the media sector, DCMS published its strategy paper 'Connectivity, Content and Consumers: Britain's Digital Platform for Growth'. The review concluded that there was a lack of demand for fundamental legislative reform, but instead suggested an appetite for Government to set out its vision for the media. It was

decided there was much Government could do outside of regulation, working in partnership with industry.

- 4.256 In December 2013, the Department set out its future plans for digital radio. It was decided that it was not time to commit to a switchover, but that a package of measures on coverage, content and cars (automobiles?) would promote the sector and provide consumers with greater choice.
- 4.257 In March 2014, DCMS published the UK Spectrum Strategy. The UK Spectrum Strategy was a high level document which set out the structures and governance arrangements for managing spectrum decisions by Government and Ofcom with a view to maximising the social and economic value from spectrum.
- 4.258 In 2014, the Department launched the Super-Connected Cities Programme. £150 million was invested to bring fast broadband and wireless connectivity to businesses across 22 cities around the United Kingdom.
- 4.259 Building on the success of film tax relief, the Department introduced reliefs for animation and high end TV in April 2013, and for video games in March 2014. It also assigned £5 million of capital funding to the National Film and Television School to support skills in the digital and creative industries.
- 4.260 On 1st of April 2014, BBC World Service (BBC WS), a segment of the BBC Group, transferred into DCMS. From then the BBC WS has been funded by the BBC PSB Group. BBC WS was previously Grant-in-Aid funded and consolidated by the Foreign and Commonwealth Office.
- 4.261 In July 2014, the Government announced £3.5 million funding towards a three year educational campaign in support of 'Creative Content UK', to raise awareness of copyright and promote legal entertainment online.
- 4.262 On 3rd November 2014, the Department introduced a new system of independent self-regulation with the creation of the Independent Recognition Panel.
- 4.263 In December 2014, the findings of the Department's consultation on nuisance calls showed a majority of respondents were in favour of lowering or removing the legal threshold the Information Commissioner's Office need to show when taking action against companies making nuisance calls. On 25th February 2015, DCMS laid legislation in Parliament to do this, which became effective from 6th April 2015.
- 4.264 In December 2014, the Department launched a £8 million awareness campaign to accelerate the rate of broadband take-up, by raising awareness amongst consumers to the availability of superfast broadband within their area.
- 4.265 In December 2014, DCMS signed a Framework Agreement on local DAB network expansion that aimed to expand the local DAB network from 72% of homes to 91.2% by autumn 2016.
- 4.266 In late 2014, the Department consulted on whether to allow a further renewal for the commercial analogue radio licenses which were renewed under the terms of the Digital Economy Act 2010, and which were due to expire from 2017. It was announced on the 24th March 2015 that provision would be made to renew the affected licenses for a further five year period.

- 4.267 During 2015, DCMS was given sole responsibility for the Digital Economy Unit (DEU). Created as a joint venture with the Department of Business Innovation and Skills, DEU works to establish world-class connectivity and telecommunications regulation, with other economically valuable policy areas, including digital skills, cyber security and widespread connectivity (the so called 'Internet of Things').
- 4.268 During the period 2015-2016, DCMS worked with local authorities and communications providers to introduce a Code of Best Siting Practice, to compliment 2013 measures streamlining planning procedures for fixed broadband infrastructure and overhead lines.
- 4.269 In January 2015, the Department consulted on possible changes to the financial restrictions affecting community radio and announced details of a package of changes which allowed community radio stations to raise more funding from commercial sources and enable renewal of their licenses for a third 5 year period.
- 4.270 In March 2015, to address longer term considerations, the Department published its Digital Communications Infrastructure Strategy. This set out a new vision for the UK's communications infrastructure for ultrafast connectivity (above 100 MBps) to nearly all UK premises. The strategy set out a range of measures to facilitate further private sector investment, including improvements to the regulatory framework for broadband and the mobile phone industry, such as the Electronic Communications Code. On 26th February 2015 the Department launched a nine week consultation on reforming the code.
- 4.271 In March 2015, the Department established the Future Communications Challenge Group (FCCG) under the chairpersonship of Naomi Climer, President of the Institute of Engineering and Technology (IET), to assess and advise on areas where the UK has the greatest leadership potential in 5G.
- 4.272 On 6th April 2015, The Legislative Reform (Entertainment Licensing) Order 2014 came into force. This lifted burdens on providing entertainment for cultural and voluntary groups, as well as commercial organisations.
- 4.273 Also in April 2015, DCMS introduced a new tax relief for children's television programmes, and film tax relief was increased to 25% of all qualifying expenditure.
- 4.274 In summer 2015, the Department published the Digital Inclusion Outcomes Framework and Evaluate IT Toolkit. This enabled digital engagement in the UK to be benchmarked and tracked. A Digital Training and Support Procurement Framework to allow public sector organisations to compare and buy digital services went live in April 2016.
- 4.275 In 2015, the Department developed the digital degree apprenticeship, working closely with industry and Whitehall partners. 300 young people started the apprenticeships in September 2015, double the target enrolment announced in November 2014.
- 4.276 In October 2015, DCMS hosted the annual UK-China Internet Forum in London. Over 30 senior Chinese government and industry representatives met their UK counterparts to discuss opportunities for co-operation in the fields of 5G and Smart Cities.
- 4.277 During 2015-2016, DCMS launched IoTUK: a £26 million, three year research, innovation and enterprise initiative to help advance UK competitiveness in the Internet of Things (IoT), and to demonstrate the benefits of these technologies and services. This included £10 million for research and £10 million for a smart city demonstrator in Manchester.

- 4.278 In the 2015-2016 period, the Department published a UK 'non-paper', or discussion document, setting out the government's objectives and priorities for the European Commission's review of the Electronic Communications Regulatory Framework, which helped to establish the UK's leadership and gain early influence over the review.
- 4.279 In 2016, the Department launched a £4 million, 4 year programme to accelerate growth in the video games sector. The UK Games Fund was set up to help small and start-up companies across the UK develop new video games projects. The first companies to be awarded grants were announced in February 2016.
- 4.280 In 2016, DCMS led EU negotiations on the Telecoms Single Market, resulting in agreement to end mobile roaming charges in the EU by June 2017, and a further reduction in the costs of mobile roaming in the interim period.
- 4.281 In February 2016, a lessons learned report, regarding broadband provision, was published. It detailed key findings, including the viability of alternative approaches and smaller suppliers for deploying superfast broadband in challenging areas.
- 4.282 In early 2016, DCMS successfully concluded mass consultation on the BBC Charter Review; the Department read and analysed over 190,000 responses – the second largest response to any government consultation to that date. It also published Sir David Clementi's independent Review of Governance and Regulation of the BBC, as well as a market impact study of the BBC on 1st March alongside a summary of the BBC Charter review consultation responses.
- 4.283 During the 2015-2016 period, the Department announced plans for the introduction of business rates relief for local newspapers, following a public consultation. This aimed to help local newspapers maintain a presence in their local area as they adapted to new technology and changing circumstances.
- 4.284 Also during 2015-2016, DCMS worked alongside the Home Office to ensure the Investigatory Powers Bill, published in Parliament on the 1st March 2016, gave explicit protection to journalistic sources by banning all public authorities from accessing journalists' phone records in order to identify whistle blowers and other sources without prior judicial approval. The Department also continued to work with the Home Office and others to deliver the measures in the Government's Counter-Extremism Strategy, published in October 2015, which relate to broadcasters and other media.
- 4.285 From 2015-16, data protection policy, including sponsorship of the Information Commissioners Office (ICO) and the National Archives was transferred to DCMS from the Ministry of Justice.
- 4.286 Also from 2015-2016, the Digital Inclusion Team was transferred from the Cabinet Office to DCMS and joined with the Digital Economy Unit.

4.3 Libraries and Museums

- 4.31 In 1992 the methodology for "Towards 2000 and Beyond" (the Secretary of State's major policy review of the public library service in England) was commissioned and produced, and a consultation exercise carried out. Following this, the terms of the review were redefined and work on the review itself started in early 1993. A separate but related review of library

and information provision in rural areas was carried out during 1992, the results were due to be published in 1993.

- 4.32 On 11th May 1994, the Secretary of State announce a review of the Department of National Heritage's policy towards museums. Over 200 replies were received and these were taken into consideration in the context of the Department's Fundamental Expenditure Review.
- 4.33 In October 1994 the Secretary of State announced the creation of a new Library and Information Commission. It was intended as a predominantly advisory body, although it had direct responsibility for disbursing limited funds for the purpose of research.
- 4.34 In 1994 the Department announced its intention to establish a new Advisory Council on Libraries in early 1995. This was to take over from the Library and Information Services Council (England) the statutory responsibility (under the Public Libraries and Museums Act 1964) for advising the Secretary of State on English library issues, in particular those specific to public libraries.
- 4.35 During 1994 the Department continued to work in partnership with the Department of the Environment and other relevant Government Departments on the development of a more co-ordinated approach to archive services, and to make progress towards the achievement of simplified arrangements for interdepartmental responsibility for archive policy. In parallel, a small working group was convened to produce new guidance notes on archive services for local authorities in light of the Local Government Act 1992.
- 4.36 During 1994 the Department commissioned or part funded the LASER project to connect selected public libraries to the academic JANET network.
- 4.37 In February 1996, the Department organised a seminar at York in conjunction with the Library and Information Co-operation Council (LINC). Its aim was to consider future regional arrangements for library and information services in the light of the Public Library Review and local government reorganisation.
- 4.38 In July 1996, the Department published its review of museum policy, "Treasures in Trust". This was the first review on Government policy on museums in England since the 1930s. It set out 24 recommendations and was intended to provide a new framework for museums, with increased emphasis on collection care, public participation and quality of service, amongst other recommendations. It also proposed that up to 30 non-national museums be designated as holding pre-eminent collections and that there should be a review of the seven Area Museums Councils in England.
- 4.39 In October 1996, the Department announced a National Reading Initiative. Its aim was to attract more children to read more books and broaden the horizons of those who already read.
- 4.310 In November 1996, the Department announced that it would be setting up a £2 million Challenge Fund for a new Public Libraries Improvement Program. The programme, which was due to come into operation in 1997, provided public libraries in England with an opportunity to apply for funding towards the improvement of the fabric and facilities.
- 4.311 In June 1998, the Secretary of State announced the designation of 24 more museums and galleries throughout England, bringing the number of designated museums or museum services to 43. Designation identified those non-national museums and galleries with

collections that more than a regional significance. The Department also created a Challenge fund for designated museums to help them fund new investment.

- 4.312 In December 1998, the Secretary of State announced the publication of the report of the Working Group on legal deposit, established to consider how a national published archive might be achieved for non-print publications.
- 4.313 In April 1999, the Department introduced free entry to all sponsored museums and national galleries for children, in April 2000 this was extended to adults 60 years and over. By December 2001 this had been extended to all sectors of the population after VAT changes in the 2001 budget.
- 4.314 In 1999, the Department set up The New Opportunities Fund (NOF), which to forward the vision of realising a Public Libraries ICT Network link all the UK's libraries to the National Grid for Learning by 2002. The NOF issued invitations to bid to train library staff and create content for the Network.
- 4.315 In September 1999, the Department published the report of a review undertaken for the Department and the National Museums Directors' Conference, 'Efficiency and Effectiveness of Government Sponsored Museums and Galleries'. This provided, for the first time, a set of performance indicators against which the Government can evaluate the efficiency and effectiveness of state-sponsored museums and galleries. From the 1st April 2000 these were used as the basis of performance indicators in all DCMS funding agreements with museums and galleries.
- 4.316 In 2000, the Secretary of State for the Environment signed off on the transfer of the Victoria and Albert Museum Building to the trustees of the Victoria and Albert Museum.
- 4.317 In May 2000, DCMS issued 'Centres for Social Change', a policy document aimed at helping museums, galleries and archives in England to combat social exclusion. Following consultation on this document, an action plan for libraries, museums, galleries and archives was published.
- 4.318 In May 2000, DCMS and DfEE published the report 'The Learning Power of Museums'. This set out a vision of the part museums, galleries and other cultural bodies can play in contributing to the learning society, and was followed by a successful Conference on the role of museums in lifelong learning. The report recommended that benchmarks should be developed against which museums' performance could be measured and monitored. It also identified the need for comprehensive research to give clear evidence of the benefits that flow when museums contribute to learning.
- 4.319 New agreements were negotiated in 2000 for the Council for Museums, Libraries and Archives (Resource), the Commission for Architecture and the Built Environment (CABE) and the Film Council. QUEST (Quality, Efficiency and Standards Team) was established in July 1999, and in September 2000 published, A New Approach to Funding Agreements, which advocated a more strategic measurement of the impact, rather than simply the level of activity carried out by sponsored bodies. Following the Spending Review 2000, NDPBs renegotiated funding agreements for the period 2001–04, based on QUEST's new approach.
- 4.320 Resource, a new strategic body for museums, archives and libraries (which became fully operational on 1 April 2000) received an additional funding in 2002–03 and 2003–04 for investment in, and on behalf of, museums, galleries, libraries and archives in the English

regions. In addition to the core funding programmes inherited from the Museums and Galleries Commission and the Library and Information Commission, Resource had a new regional programme of £10 million per annum.

- 4.321 Following a wide consultation exercise launched in May 2000 by the Secretary of State, DCMS itself published new standards for Public Libraries in England on 12 February 2001. DCMS was to monitor levels of performance against the standards, which was a feature of Annual Library Plans (ALPs) for 2001 and beyond.
- 4.322 In December 2000, The Culture and Recreation Bill abolished the Library Advisory Council for England. It also gave the British Library the power to establish subsidiary or trading companies.
- 4.323 In January 2001, DCMS published “Libraries, Museums, Galleries and Archives for All: Co-operating across the Sectors to Tackle Social Exclusion”. This document revised and brought together the draft social inclusion policies contained in two earlier consultation documents, “Libraries for All” and “Centres for Social Change”. The overarching objective was that social inclusion should be mainstreamed as a policy priority for all libraries, museums, galleries and archives.
- 4.324 On the 1st April 2001, DCMS introduced public library standards. The standards covered a range of core library activities and were intended to underpin, and where necessary encourage the improvement of, library service provision. Library authorities were expected to meet the standards by 2003-04.
- 4.325 In February 2003, the Department published “Framework for the Future – Libraries, Learning and Information in the Next Decade”. It identified the key challenges facing public libraries and set out a series of proposals to enable libraries to meet central government’s objectives. The strategy highlighted a number of policy needs which libraries were uniquely fitted to fill, such as support for reading, learning and access to information.
- 4.326 DCMS played a key role in securing The Legal Deposit Libraries Act 2003. This was tabled as a Private Member’s Bill by Chris Mole, MP. The Act extended the provisions of the 1911 Copyright Act, by creating a statutory basis for the legal deposit of non-print material.
- 4.327 In 2004, DCMS moved to take advantage of a legislative slot – the Health Department’s Human Tissue Bill – to give nine national museums a discretionary power to remove human remains out of the collections and to consider any legal challenges in this area.
- 4.328 In 2004, the Department, in partnership with the Museums, Libraries and Archives Council and the Advisory Council on Libraries, developed new Public Library Service Standards. These were introduced on the 1st of October 2004 to make improvements to the public library service across the UK. They included a proposed ‘Best Value Performance Indicator’ for public libraries measuring compliance with the new Service Standards.
- 4.329 The Human Tissue Act received Royal Assent in November 2004 and lifted the statutory restrictions which prevented nine national museums from being able to remove human remains from their collections and therefore consider claims from indigenous people for their return.
- 4.330 From 6th April 2008 responsibility for the Museum of London was transferred to the Greater London Authority (GLA).

- 4.331 After a period of consultation, it was agreed that the Museums, Libraries and Archives Council (MLAC) would be substantially wound up in the period 2011-2012. Much of the expertise and core responsibilities of MLAC was transferred to the Arts Council England.
- 4.332 On 6th April 2013, changes made by DCMS to the legal deposit system came into force. These changes extended the regulations so that they covered non-print works, such as content from the internet, an e-book or an electronic journal or works published in physical form such as a CD-ROM, DVD-ROM or microfilm.
- 4.333 During the period 2013-2014, the Department undertook a programme of reform to its arms' length bodies, this included the abolition of the Registrar of Public Lending Rights and transferred its functions to the British Library.
- 4.334 In 2014, DCMS and DCLG jointly commissioned William Sieghart and his expert panel to consider public libraries in England today and opportunities for future improvement. The Independent Library Report for England was published in December 2014.

4.4 Lottery, Gambling, Licensing and the Millennium

- 4.41 In 1993, The Millennium Commission was set through the National Lottery Act 1993 to provide funding raised through the National Lottery to support various projects to mark the end of the millennium; such as the Millennium Dome, The Tate Modern, and the Eden Project. In all it provided £2.7 billion in funding. It was wound up in 2006 and its functions transferred to the Big Lottery Fund.
- 4.42 The National Lottery Division was created within DNH to oversee the implementation of the National Lottery in the UK.
- 4.43 On the 14th of November 1994, The National Lottery was launched. On the 22nd of November, The National Lottery Distribution Fund (NLDF) was established. The Lottery proceeds going to good causes being paid into it each week by Camelot. A small team within the Department of National Heritage was set up to administer the NLDF.
- 4.44 In 1994, The Millennium Commission undertook a wide ranging consultation process during 1994-1995 on its strategy for supporting millennium projects. It made fourteen regional visits outside London, including more than 70 local broadcasts and media appearances by Commissioners. This was in order to select a small number of large projects of national significance to mark the millennium and a larger number projects of local significance.
- 4.45 In early 1996, the Department conducted a review of Lottery distribution policy to see what could be done more directly to support people and their future. On the 1st of April 1996, the Secretary of State announced that new instructions, regarding new directions for using Lottery money, had been given to the Chairman of the lottery distribution bodies.
- 4.46 In 1996, the Department committed to establishing an electronic database of all millennium events. This was due to be operational at some point in 1997.
- 4.47 The National Lottery Act was passed in July 1998. It allowed funding to be used to support health, education and environmental initiatives through the new sixth good cause and provided for the establishment of a new distributor, the New Opportunities Fund, to allocate funds for this purpose. In addition, it created a new independent National Lottery

Commission to licence and regulate the Lottery, with the power to impose financial penalties on all licensees.

- 4.48 Camelot's licence as operator of the National Lottery expired in September 2001. Following a competition, the National Lottery Commission announced in December that Camelot had been awarded a second seven-year licence.
- 4.49 After the June 2001 General Election, the Department took over responsibility from the Home Office for alcohol and public entertainment licensing policy. In February 2002, the Department began detailed consultation with key stake holders in the industry with the aim of reforming and modernising the alcohol and public licensing laws.
- 4.410 After the 2001 General Election, the Department was also given responsibility for the policy areas of gambling, film and video classification and horseracing.
- 4.411 In December 2001, the Department secured the first ever order under the Regulatory Reform Act 2001, which permitted licensed premises to open for a continuous period of up to 36 hours during New Year's Eve 2001. A new regulation in February 2002 made it significantly easier for licensed restaurants to serve alcohol for a further hour beyond usual permitted hours.
- 4.412 In light of research carried out by Sheffield Hallam University into the impact of the National Lottery on the coalfields and other areas, the Department published its response: "Fair Distribution of Lottery Funding to Coalfield and other Areas". The secretary of State presented the report to the Coalfields Conference, which was held in South Normanton, Derbyshire, on 6th November 2001.
- 4.413 On 29th July 2002, the Department's review of Lottery funding consultation paper was published. It outlined a number of proposals for building the capacity of communities to make successful lottery bids, targeting particular areas or groups, simplifying the application process, plotting forms of one-stop-shop and raising awareness of lottery funding and its achievements.
- 4.414 In advance of a comprehensive Gambling Bill in 2003-2004, the department introduced a number of interim deregulation measures, including: statutory lifting of restrictions on refreshments which may sold in betting shops; ending the absolute ban on the provision of live entertainment in casinos, and effecting substantial increases in the limits on bingo and society lottery prizes.
- 4.415 In July 2003, the Licensing Act was given Royal Assent. The Act aimed to reform archaic licensing laws, strengthening competition and increasing choice and flexibility for consumers. The legislation promoted four licensing objectives: public safety, the prevention of crime and disorder, the prevention of public nuisance and the protection of children from harm.
- 4.416 On the 3rd July 2003, the Department published, "The National Lottery Funding Decision Document". This document was to support a major consultation exercise on the future of the National Lottery. The department received over 250 responses to the proposals listed in the document.
- 4.417 In 2004, the Department merged the Community Fund and the New Opportunities Fund to create a new community Lottery distributor, to be responsible for distributing 50% of the

money the Lottery raises for good causes. This was aimed to make funding of communities a more streamlined and responsive process.

- 4.418 In February 2004, DCMS established the Live Music Forum to promote the performance of live music in conjunction with the 2003 Licensing Act. Chaired by Feargal Sharkey, the Forum brought together representatives from the music industry, the Arts Council, local authorities, small venue owners and Government.
- 4.419 In January 2005, the Department, in conjunction with the Home Office, published *Drinking Responsibly*, which set out proposals for tackling binge drinking, ensuring that industry, individuals and the wider community were fully engaged in tackling the problem.
- 4.420 In 2004, Parliament passed the Horserace Betting and Olympic Lottery Act. The first part of the Act allowed for the sale of the Tote, enabling the Government to take forward its commitment to sell it to a horseracing trust. The second part of the Act made provision for the abolition of the Horserace Betting Levy, which ended the statutory involvement of the Department in the financing and administration of racing.
- 4.421 In April 2005, the Gambling Bill passed through Parliament. It intended to modernise the regulation of all forms of gambling. It aimed to provide greater protection for children and the vulnerable, while reflecting the changes, including technology, which had increased access to gambling over the previous years.
- 4.422 In November 2005, the 2003 Licensing Act was implemented. This followed an intense transition period during which around 190,000 licenses were agreed for individual premises and over 300,000 personal licences were approved by the new licensing authorities.
- 4.423 On 2nd July 2005, the Live 8 Concert took place. This event was facilitated by the Royal Parks and DCMS, and saw Hyde Park hold the biggest ticketed event in UK history.
- 4.424 In 2005-2006, DCMS undertook a major online public consultation on the future share of National Lottery money for the arts and film, heritage and sport after 2009. The consultation closed in February 2006 and had over 10,000 responses.
- 4.425 As part of the implementation of 2005 Gambling Act in the period 2005-2006 DCMS: established the new Gambling Commission in October 2005; set up the Casino Advisory Panel to advise the Secretary of State on the locations for the proposed 17 new casinos allowed by the Act; embarked on a series of consultations with the Gambling Commission on the secondary legislation, licensing regimes and codes of practice needed to bring the Act into force, and worked closely with local authorities to prepare them to take on their new responsibility for licensing gambling premises under the Act.
- 4.426 In 2006, DCMS completed a study into the financial problems faced by Small and Medium Sized Enterprises (SMEs) in the music industry. The study looked to identify problems faced by SMEs when starting up, as well as barriers to growth.
- 4.427 By December 2006, significant progress had been made towards implementing the Gambling Act 2005, culminating in the publication of statutory instruments that would enable the Gambling Commission to start accepting applications for new operating and personal licenses. These were due to come into effect from the 1st September 2007.

- 4.428 In November 2007, the level of the Horserace Betting Levy for 2008-2009 was referred to DCMS Ministers for determination following failure by the racing and bookmaking industries to agree.
- 4.429 During 2008-2009, DCMS laid Legislative Reform Orders in Parliament to create a quicker, low cost process for making minor changes to alcohol and entertainment licenses and to simplify the regime for village halls. These were due to come into force in July 2009.
- 4.430 In the period 2008-2009, in light of the impact of the economic downturn on the gaming industry, DCMS brought forward the review of stakes and prizes in relation to certain categories of gaming machines, resulting in Order being laid in Parliament that doubled the current stake and prize limit. Similarly, to assist the bingo industry, the Department made an Order which increased the number of higher stake machines that may be operated at bingo halls.
- 4.431 In December 2010, DCMS issued new policy directions to reform the Big Lottery Fund to ensure that only voluntary and community sector projects are funded and to prevent funding of politicised projects.
- 4.432 The Prime Minister announced on 20th July 2010 that responsibility for the Licensing Act 2003, except for regulated entertainment was to be transferred to the Home Office. This was formerly a shared responsibility between the two departments.
- 4.433 On 14th July 2011, the Government entered into a contractual arrangement for the sale of the Tote to BetFred Limited. An element of the consideration paid by BetFred was payable in future years and treated as a long-term receivable in future.
- 4.434 In 2013, the Department made changes to the way National Lottery Funding was allocated. To safeguard and nurture investment in culture, heritage and sport, the share of funding from the National Lottery for the arts and heritage was increased from 16% to 20% each.
- 4.435 In June 2013, DCMS partially deregulated licensing requirements for plays, dance and indoor sport, consulted in July 2013 on deregulating community film exhibition, and consulted in December 2013 on creating licensing exemptions for schools, hospitals, community venues, local government premises and circuses.
- 4.436 On 1st October 2013, the National Lottery Commission was merged with the Gambling Commission; from this point DCMS exercised its oversight of the National Lottery regime through controls on the Gambling Commission.
- 4.437 In October 2013, as part of the Department's ongoing work to increase the efficiency of its arms' length bodies, the Gambling Commission and the National Lottery Commission were merged.
- 4.438 In October 2013, the Department completed a review of gaming machine stakes and prizes, with new regulations coming into effect in January 2014 which amended stake and prize limits for certain categories of gaming machines.
- 4.439 In March 2014, DCMS successfully guided the Gambling (Licensing and Advertising) Bill through Parliament to Royal Assent, ensuring that all remote gambling operators would in future need a Gambling Commission licence to offer their service to British customers, regardless of the country in which the operator is based.

- 4.440 In April 2014, the Department announced a suite of stronger gambling controls, focused on identifying gambling-related harm and effective action to correct the problem. The measures included returning powers to local communities, by requiring planning applications for new betting shops to be submitted to local authorities. They also included an end to unsupervised high stake play by requiring those accessing stakes over £50 to use account-based play or load cash over the counter. These measures came into force in April 2015.
- 4.441 In August 2015, DCMS published its response to the review of the gambling advertising controls, and worked with the Gambling Commission to assess the impact of the new regulations on Fixed Odds Betting Terminals, published on 21st January 2016.
- 4.442 In September 2015, the Department published its response to the Culture, Media and Sport Select Committee's inquiry into Society (charity) Lotteries and asked the Gambling Commission for more detailed advice to help the department decide on how to regulate them.
- 4.443 During 2015-2016, DCMS published plans for the replacement for the Horserace Betting Levy. The new arrangements aimed to ensure a level playing field and a fair return to racing from all gambling operators.

4.5 Sport, Tourism & Olympics 2012

- 4.51 Responsibility for the Football Licensing Authority (FLA), and for policy on the safety of sports grounds, transferred to the Department of National Heritage from the Home Office during 1992-93.
- 4.52 In 1991, a review commissioned a Financial Management and Policy Review of the Sports Council. This review reported in April 1992. It concluded that, overall, the Sports Council provided value for money, but that greater value for money could still be achieved.
- 4.53 During 1992, the Department started the process of introducing a sports sponsorship scheme, "Sportsmatch", this was aimed at promoting grass-roots sponsorship of sport to help in particular the young, ethnic minorities, disabled people and areas of urban and rural disadvantage.
- 4.54 In 1994 the Department worked with the British Tourist Authority and the English Tourist Board to encourage and support events commemorating the 50th anniversary of D-Day.
- 4.55 In 1994, a Ministerial Review concluded that the Sports Council of Great Britain should be replaced during 1995-1996 by separate UK and English Sports Councils. New priorities were given to the Council and to its successor English body, to cut bureaucracy, and focus their efforts on the key areas of young people, performance and excellence, and the National Lottery.
- 4.56 During 1994, there was the successful implementation of the first, and major, phase of the Government's policy to improve safety in football grounds through the issue by the Football Licensing Authority of licences requiring clubs in the Premier League and First Division of the Football League to go all-seater in time for the start of the 1994-95 season.

- 4.57 In 1994 the Department was also involved with the Sports Council, Department of the Environment and Manchester City Council in the completion of a National Velodrome in Manchester.
- 4.58 In March 1995, the Department published the policy document, "Tourism: Competing with the Best", which set out strategies to improve the industry and attract more people to the UK.
- 4.59 In July 1995, the Department published, "Sport: Raising the Game", which included various measures to promote sporting provision and facilities at all levels and establish a British Academy of Sport.
- 4.510 In November 1995 the Department published, "Hotels: the Consumer View", containing research into what hotel customers considered important, in view of improving the industry.
- 4.511 On the 24th July 1996, the Department published, "Sport: Raising the Game: The First Year Report". This reported the progress on all the 38 initiatives set out in the original sports policy statement.
- 4.512 In July 1996, the Department and the Great Britain Sports Council published a prospectus inviting bids to establish the British Academy of Sport. The final decision was scheduled for early spring 1997.
- 4.513 On the 1st of January, the functions of the Great Britain Sports Council transferred its functions and responsibilities to the UK Sports Council and the English Sports Council.
- 4.514 In April 1997, the Department launched the initiative "Success through Partnership", this set out a new overall strategy for the tourist industry in the United Kingdom.
- 4.515 In June 1997, the Government's new concept "Sport for All" was announced. It was to be a wide ranging, delivering benefits to ordinary people and developing excellence among top sportsmen and women, and widen opportunities for access to sport for the whole population.
- 4.516 On the 30th of July 1997, the Department established The Football Task Force to consider and advise on some of the key issues facing the sport as its popularity and profile continued to increase.
- 4.517 In 1998 the Department set up a dedicated Youth Sports Unit which worked closely with the Department for Education and Employment and the English Sports Council to promote physical education, sport and play for young people.
- 4.518 The Tobacco White Paper, published in December 1998, announced how the Government was going to implement the European Directive on Advertising and Sponsorship in a way that would minimise the damage to sport. The Department negotiated the necessary lead time for sport to adjust to loss of advertising revenue from tobacco advertising and set up a group of sponsorship experts to help sport make the transition.
- 4.519 In February 1999, the Department published 'Tomorrow's Tourism. It emphasised the key themes in the Departments tourism strategy; inclusiveness, sustainability and spreading the benefits of tourism throughout society. A Tourism Forum Working Group was formed to consider the issue of widening access to tourism facilities.
- 4.520 The year 2000 was marked by a step change in the way the Department sponsored the tourism sector of the economy. For the first time, the Secretary of State brought together all the Government Ministers with responsibilities which have an impact on tourism. The Tourism

Summit demonstrated that the whole Government was committed to the future success of the industry. Action was identified on better regulation, helping small tourism businesses, helping rural tourism, and improving transport and sustainability, recruiting and retaining staff, welcoming visitors to Britain, and improving quality and consumer choice. Again a first, a network of officials advising these Ministers was set up and published details of how to contact them on a wide range of issues of concern to the industry.

- 4.521 In 2000, The Department started work on the challenging agenda of better regulation of the tourism industry. Publishing a positive response to the Better Regulation Task Force's report on hotels and restaurants, responsibility was assumed, jointly with the Ministry of Agriculture, Fisheries and Food (MAFF), for seeing that each of the report's recommendations was properly addressed. The Department set up and helped lead the Tourism Consumer Group, chaired by the British Hospitality Association, to address consumer concern about clarity of pricing and the handling of complaints, and ensured that this was followed up and implemented.
- 4.522 In 2000, The Department also worked closely with MAFF on rural development programmes, including the Rural Enterprise Scheme, that was set up to provide £29 million from April 2001 in targeted assistance for sustainable tourism.
- 4.523 During the year 2000, DCMS established the Playing Fields Monitoring Group to consider issues arising from the figures on playing fields, and from these assess the effectiveness of the protections which the Government have put in place to safeguard playing fields and suggest improvements in their application.
- 4.524 In April 2000, DCMS published its sport strategy, 'A Sporting Future for All', setting out the Government's vision for sport. The strategy addressed all levels of sport, from the grass roots to world class performance. School sport was identified as a priority, and the paper outlined the new measures set out elsewhere in this report.
- 4.525 The creation of the Football Foundation in 2000, in partnership with the Football Association, FA Premier League and Sport England, enabled funding to go to grassroots football facilities across England and to educational community projects, both of which contributed to the Department's drive for greater social inclusion.
- 4.526 The Culture and Recreation Bill, published on 15 December 2000, reconstituted the Football Licensing Authority (FLA) as the Sports Ground Safety Authority so that it could share its expertise with sports other than football. The Bill also abolished the FLA's current licensing regime as the Government believed this was no longer necessary. The FLA's duty to review local authorities' discharge of their safety certification functions in relation to Premier and Football League grounds remained.
- 4.527 In December 2000, The Culture and Recreation Bill changed the name of the English Tourist Board to the English Tourism Council (ETC) and gave it power to vary, the membership of the ETC and other national tourist boards.
- 4.528 After the foot-and-mouth outbreak in 2001, the Department worked closely with DEFRA and its predecessors, MAFF and DETR, to alleviate the impact of the disease on the tourist industry. The Department delivered a short-term tourism recovery strategy to the Rural Task Force. It also provided an estimate of the financial impact on the industry, a factsheet on the assistance available to businesses, and guidance to visitor attractions to help them re-open.

- 4.529 After June 2001, the Department also assumed responsibility from the Cabinet Office for co-ordinating Government support to the Commonwealth Games. The Games were held in Manchester in 2002 from 25th July to the 4th August.
- 4.530 From April 2002, DCMS started the Leadership and Volunteering in School and Community Sport Program to train 1000s of 14-19 year olds to act as sports leaders in their schools and local sports clubs, so they could develop self-esteem, leadership and working skills.
- 4.531 In 2003, DCMS carried out a significant reform of the tourism industry, including the creation of VisitBritain, a new tourism body shaped from the merger of the English Tourism Council and the British Tourism Authority to market Britain overseas and England to the domestic tourism market.
- 4.532 In 2004, the Department announced the first bursaries and scholarships under the Talented Athlete Sponsorship Scheme. The scheme aimed to support talented, both disabled and able-bodied, individuals by giving them access to high quality sporting services and facilities, allowing them to develop in tandem with their career or academic study. DCMS initially put £3 million into the scheme from 1st April 2004.
- 4.533 During 2004, DCMS invested £28 million to implement the key recommendations of the Coaching Task Force. These aimed at transforming the recruitment, education, employment and deployment of sports coaches. The first 30 Coach Development Officers were in post from April 2004. The first phase of some 100 Community Sports Coaches was due to be operational shortly thereafter.
- 4.534 In 2004, the Department reformed and strengthened tourism's support structures, giving the Regional Development Agencies (RDAs) strategic responsibilities. They were specifically tasked with developing a sustainable tourism strategy which would reflect their regional priorities.
- 4.535 Also during 2004, the Department consulted the tourism industry on the Tourism Prospectus. This was to outline roles and responsibilities for the delivery of combined priorities for English tourism into the future. It especially focused on actions to effect improvement in the four agreed priority areas: Marketing and E-Commerce, Quality, Skills and Data.
- 4.536 During 2004-2005, the Department invested £1 billion to meet its goals of increasing the numbers of people taking part in sport. This was split among the following programs: Active England, New Opportunities Fund Playing Fields and Green Spaces, Community Club Development Programme, Spaces for Sport and the Arts and the Football Foundation.
- 4.537 In July 2004, the Department published a policy document entitled 'Tomorrow's Tourism Today'. This announced the aim to increase turnover of tourism by £100 billion by 2010. It set out the following five priority policy areas, each of which was considered vital to improve productivity: Marketing and e-tourism, product quality, workforce skills and business data and championing tourism in government.
- 4.538 In 2005-2006 DCMS continued working on the Government's commitment to create a new National Sports Foundation from April 2006. DCMS was due to provide £34.5 million funding from 2006-2008.
- 4.539 In November 2005, the Department published the 'Tourism 2012 Charter'. This was a firm statement of intent by the Government and its key tourism partners, Visit Britain, Visit Britain

and the Tourism Alliance, to work in partnership and maximise the opportunities from the 2012 Olympics.

- 4.540 In January 2006 DCMS hosted a successful 2012 Olympics business summit, with a further summit held in Leeds in July 2006. These discussed how best to deliver national and regional economic gains from the 2012 Games.
- 4.541 On the 6th July 2006, DCMS launched the 'Be Part of 2012' roadshow, in partnership with the London Organising Committee for the Olympic Games and Paralympic Games. The road show travelled over 5,000 kilometres across the UK visiting every English region and Scotland, Wales and Northern Ireland, highlighting the benefits the Games would bring to many communities
- 4.542 In April 2006, London hosted the first full visit of the International Olympic Committee's Co-ordination Commission. The Co-ordination Commission Team visited a number of Games venues and received detailed reports on progress across a range of areas.
- 4.543 In March 2007, the Secretary of State announced the final budget for the Olympic Delivery Agency, the body with responsibility for building venues for 2012 and delivering wider infrastructure improvements.
- 4.544 In June 2006, the final Olympic Park Masterplan was agreed. At the beginning of February 2007, the planning application for the Olympic Park was submitted.
- 4.545 In November 2006, the Department launched and completed the Tourism 2012 consultation.
- 4.546 In 2008, DCMS published 'Our Promise for 2012', which identified the Department's ambition for the 2012 Games around the key themes of promoting sport, regenerating East London, inspiring young people, promoting sustainability and business, tourism, jobs and skills.
- 4.547 In June 2008, the Department published the Government's Legacy Action Plan for the 2012 Games, 'Before, during and after: Making the Most of the London 2012 Games'. This set out the Government's priorities for the long term legacy of the Games.
- 4.548 In December 2008, the Department published The Active People Survey. This was one of the largest ever surveys of sport and active recreation to be undertaken in Europe, measuring a range of important aspects of participation, including volunteering.
- 4.549 Over the course of 2008-2009, the Department developed a National Free Swimming Programme for those aged 16 and under, and 60 and over. The two year initiative was funded DCMS, DCSF, DWP and CLG. The programme officially launched on 1st April 2009.
- 4.550 In 2009, DCMS worked closely DCLG and the GLA to set up a company to maximise the potential of the Olympic Park after 2012. The Olympic Park Legacy Company (OPLC) was incorporated in May 2009. It was set up to work with the five host boroughs and local people to transform the Park into an asset for the capital and the country.
- 4.551 On March 2011, the Department published the Tourism strategy. The Prime Minister announced on the 5th January that the fund to create 50,000 jobs in tourism was on target to reach £100 million, and the strategy built on this announcement.
- 4.552 During 2011-2012, DCMS secured the sporting legacy of the Olympic Games 2012 by establishing the School Games and providing extra funding for sports, sporting facilities and protecting playing fields. The first ever School Games was held at the Olympics Stadium in May 2012.

- 4.553 The 20.12% tourism discount deal launched in March 2012 provided new investments for the national tourism legacy. It kick started a new tourism campaign to boost tourism to maximise the economic legacy of the London Games for the whole country. It was expected to generate £500 million extra tourist spending over three years.
- 4.554 In 2012, the Department successfully brought to a conclusion one of its biggest projects. The Olympic and Paralympic Games were delivered safely and successfully, on time and under budget. Between 2006-7 and 2013-14 DCMS provided around £5 Billion in grant-in-aid to build the venues and infrastructure for the London 2012 Olympics. This was in partnership with investment of a further £1 billion in security funding from the Home Office, £0.8 billion in funding from the Greater London Authority and £2 billion from the Lottery. The meta-evaluation of the impacts and legacy of London 2012 estimated that the public sector investment in the Games would deliver in total an increase in Gross Value Added of between £28 billion and £41 billion.
- 4.555 During 2012, the Department worked with the Prince's Trust and London 2012 networks to implement 'Opportunity - inspired by – London 2012', a programme offering 500 disadvantaged young people a unique chance to develop their skills and be involved in London 2012 and related events. The Department also worked with LOCOG and the Cultural Olympiad Board to deliver a successful and engaging cultural programme, including 10 million opportunities to see 1000 performances and events through the London 2012 Festival.
- 4.556 During the period 2012-2013, the Department agreed Payment by Result methodology to be used by Sport England in negotiation of 46 new Whole Sports Plans focusing on 14-25 year olds. It also worked with Sport England to publish an implementation plan for Youth Sports Strategy including details of open community access fund. It developed revised measurement methodology for the Whole Sports Plans and other elements of the strategy, including setting baselines from 2013.
- 4.557 In 2013, the Department restructured Visit Britain. The purpose of this of this was to ensure better targeting and emerging tourism markets, and to achieve significant reductions in its administration costs.
- 4.558 Starting in 2013, The GREAT campaign was developed by DCMS on behalf of the Prime Minister, working with colleagues at the Foreign and Commonwealth Office, UK Trade & Investment, the Department for Business, Innovation and Skills, VisitBritain, and the British Council. The Government intended to invest £160 million over 5 years in the campaign. The campaign aimed to showcase the very best of what the UK had to offer and encourage people to visit, focusing on growth tourist markets such as China.
- 4.559 On 1st April 2014, responsibility for the Olympic and Paralympic Legacy was transferred from Cabinet Office to DCMS.
- 4.560 In December 2014, the Department contributed to the UK's first anti-corruption plan, which set out the measures which both DCMS and the Gambling Commission are taking to combat match fixing and corruption in sport.
- 4.561 On 2nd December 2014, the Olympic Delivery Authority was dissolved following the conversion and sale of the Olympic Village and the completion of its work.
- 4.562 In 2014-2015, the Department undertook a triennial review of Visit Britain and Visit England. The review concluded that there should be a clear separation in the roles and responsibilities of the

two organisations, with Visit Britain focussed on the overseas marketing, and Visit England taking on a new role developing world class English tourism experiences.

- 4.563 In January 2015, the Department launched 'This Girl Can', a £10 million campaign celebrating active women across the country. It aimed to normalise women participating in sport and to change perceptions.
- 4.564 In March 2015, DCMS published a framework, setting out how the Government, working in conjunction with UK Sport, intended to support major future sporting events.
- 4.565 In September 2015, the triennial review of UK Sport and Sport England (DCMS ALBs) reported its findings. It concluded that the organisations and their work remained necessary and recommended a number of ways in which they could work more efficiently and effectively.
- 4.566 In the period 2015-2016, the Department launched the 'Five Point Plan for Tourism' to grow the visitor economy and spread its benefits across the country. A new inter-ministerial group was established to oversee progress. It also set up a new £40 million 'Discover England Fund' to encourage visitors to explore beyond the capital.
- 4.567 During 2015, the Department worked with the Mexican government during the 2015 UK-Mexico Dual Year to promote arts and culture and share experience on boosting tourism growth, particularly to the regions.
- 4.568 Also in 2015-2016, the Minister for Sport and Tourism signed an agreement with China over cooperation on football and tourism.
- 4.569 In the 2015-2016 period, the Department published a new Sport Strategy setting out how it expected the sector to deliver sustained and meaningful engagement in sport and physical activity from people of all backgrounds, with a particular focus on currently inactive or under-represented groups.

4.6 Social Development and Other Functions

- 4.61 During 2000, DCMS worked with other departments on the issues faced by people with disabilities. A conference was held in July 2000 specifically to identify and promote best practice in physical and intellectual access, employment and participation in DCMS sectors, and the Department developed an action plan to promote this best practice.
- 4.62 As part of the Government's neighbourhood renewal strategy, DCMS chaired the Social Exclusion Unit's Policy Action Team on arts and sport (PAT 10), which reported on the real contribution that these sectors could make to neighbourhood renewal. In light of this, the Department developed social inclusion action plans for its various policy areas, with the aim of securing real improvements in the quality of life in deprived neighbourhoods and among potentially excluded groups. A progress report, Building on PAT 10, was published in February 2001.
- 4.63 Following the June 2001 General Election, DCMS's Ministers decided to merge the Department's education and social policy units to strengthen its ability to engage with key issues across government.

- 4.64 Other changes after the 2001 General Election included the creation of the Policy, Innovation and Delivery Unit, the Economics and Statistics resources merged into a new Analytical Services Unit.
- 4.65 In September 2001, the Secretary of State set up the Policy, Innovation and Delivery Unit (PIDU). This was a small unit that aimed to ensure the delivery of Ministers' strategic priorities and that DCMS objectives reflected - and were reflected in - the wider Government agenda. The Unit was also the Departmental Regulatory Impact Unit and advised on regulatory reform, conducting public consultation exercises, human rights matters and equality proofing.
- 4.66 In 2001-2002 the Department ran its first program of PFI credit approvals for Local Authority infrastructure improvements to improve culture and leisure services. The Department received an allocation of £30 million per year from 2001-2004 for this purpose.
- 4.67 In February 2002, the Department organised the conference "Building Tomorrow: Culture in Regeneration". This aimed to identify the range of unique factors that characterise the positive effects of cultural projects on social and economic regeneration. This was to form the basis for developing a future programme of work for the Department on cultural regeneration.
- 4.68 In 2003, as part of the cross-Government drive to tackle street crime, DCMS worked with the Youth Justice Board, Arts Council England and the Reading Agency to deliver the Splash Extra programme; 296 schemes providing high quality sports, arts cultural and personal development activities to engage young people living around street crime hotspots, for all or part of the summer.
- 4.69 DCMS was chosen as one of the Departments chosen to act as a 'trailblazer' for adoption of the "Core Principles for the Involvement of Children and Young People", a cross-Government initiative aimed at increasing the involvement of children and young people in the design, delivery and delivery and evaluation of relevant programmes and policies. The "Fresh Perspectives Seminar" was held on 21st November 2002 at Tate Modern to promote the "Core Principles" within DCMS sectors.
- 4.610 In 2003, DCMS embarked on a significant program of Departmental change, the Touchstone programme, in line with the principles of civil service reform. Touchstone addressed cultural change within the Department and the way in which it worked with its NDPBs, leading to less micro-management and more strategic direction.
- 4.611 In April 2003, the Department published the "DCMS Strategic Plan 2003-2006". This set out publicly for the first time, the framework for delivering the Department's strategic priorities. The creation of a new division, the Strategy, Policy and Delivery Division (SPD) was an important step in ensuring that work on strategic issues were being progressed.
- 4.612 In May 2003, the Government announced its intention formally to support a London bid for the 2012 Olympic Games. DCMS worked for the previous 3 years DCMS worked closely with the British Olympic Association and the Greater London Authority to explore the possibility of a bid. DCMS was also engaged in co-ordinating cross Whitehall support for the bid.
- 4.613 In July 2003, the initiative "Positive Activities for Young People (PAYP) was officially launched by the Minister for the Arts. PAYP built on the successes of the "Connexions Summer Plus" and "Splash Extra" schemes, which ran in summer 2002.

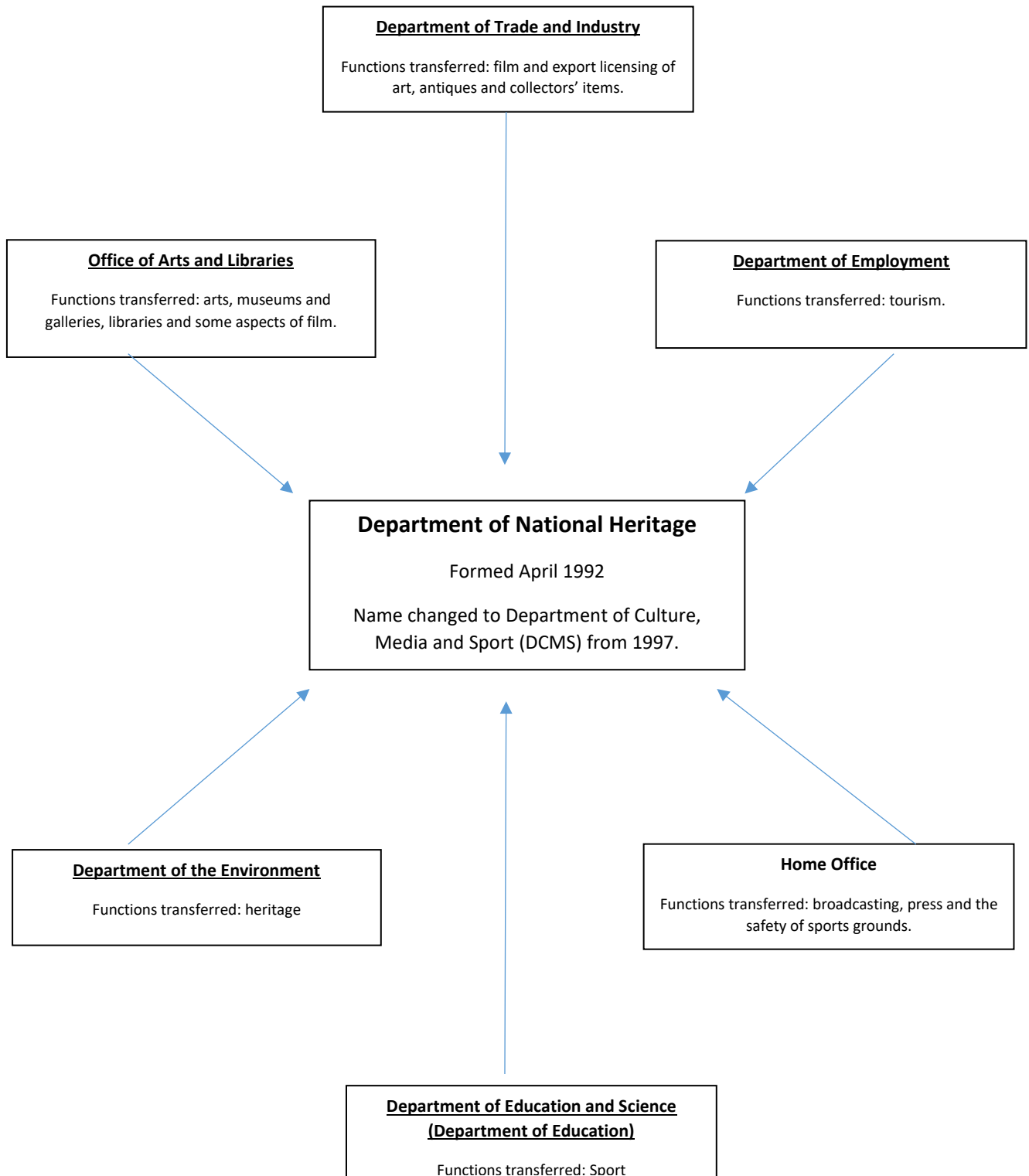
- 4.614 In 2004, DCMS, in partnership with DfES, worked on developing an education strategy aimed encouraging more young people to take advantage of the benefits of the country's museums. The strategy was due to be released in spring 2004.
- 4.615 During 2004, DCMS pushed forward the export agenda in its policy areas in liaison with UK Trade and Investment (UKTI), through three export groups. The Creative Exports Group, Performing Arts Internal Development, and Design Partners. The groups considered issues and barriers affecting their industries performance overseas and the ways in which the Government can add value. DCMS and UKTI provided funding for advisers to each of the groups, who acted as a conduit between industry and Government.
- 4.616 During 2004, DCMS worked closely with the Department of Education and Skills to develop the Every Child Matters: Change for Children Programme. The programme aimed to promote positive childhood experience and later life. The various aims of the programme were given legal force in the Children Act 2004.
- 4.617 In spring 2004, DCMS held an event in Oldham to bring people together to debate how its sectors could make a difference to communities. This was run in partnership with the Home Office, government offices in the North West and Yorkshire and the Humber, the Museums, Libraries and Archives Council, Arts Council England and Sport England. The full report of the outcome was made available on the Departments website.
- 4.618 In 2005, the Secretary of State was given responsibility for the provision of providing humanitarian assistance to British Victims of major disasters, building on the work DCMS had carried out to support those affected by 9/11, the Bali Bombings and the Indian Ocean Tsunami. Following the bombings in London on July 7th, the Humanitarian Assistance Unit was created to continue this work. The Unit worked with families bereaved by the bombings in London, Egypt and Turkey, and also organised memorial services.
- 4.619 During 2005-2006, DCMS, in conjunction with DfES, produced the youth Green Paper, 'Youth Matters'. This aimed to make sorting and cultural activities an integral part of the Children and Young People's services planning process, operated by local authorities through Children's Trusts.
- 4.620 The Serious Organised Crime and Police Act 2005 included measures to transfer the Royal Parks Constabulary to the Metropolitan Police Authority. The Royal Parks Constabulary was due to be abolished in 2006.
- 4.621 From July 2007, DCMS shared responsibility for policy on children's play with the Department for Children, Schools and Families (DCSF).
- 4.622 In February 2008, a new 'Find Your Talent' scheme was announced by the Culture Secretary and the Children's Secretary. It was to be piloted in 10 areas with the intention of offering children five hours of arts and culture a week, during and outside the school day.
- 4.623 During 2008, DCMS and DCSF jointly sponsored an independent review by clinical psychologist Dr Tanya Byron, to help parents and their children get the best from new technologies while protecting their children from inappropriate or harmful material. The final report was published on the 27th March 2008.
- 4.624 As part of the response to the 7th July 2005 terrorist attacks in London, the Government provided support through its 7th July Assistance Centre. Following this, the DCMS Humanitarian

Assistance Unit was set up to help British victims of major emergencies. A document was produced to set out the key lessons learned in operating this service was discussed at a conference held on 10th March 2009. The aim was to share the lessons with professionals engaged in the field, including regional and local emergency planners, NHS commissioners, managers and practitioners and relevant voluntary sector agencies.

- 4.625 Also during 2009, DCMS and the Royal Parks supported the creation of a memorial to the 52 people who lost their lives in the 2005 London bombings. The memorial was designed by Kevin Carmody and Andy Groake, in close consultation with the bereaved families. The memorial was unveiled on 7th July 2009, the fourth anniversary of the attacks.
- 4.626 On 4th September 2012, the Government Equalities Office (GEO) joined DCMS. It transferred to DCMS when the Secretary of State for Culture, Media and Sport was appointed Minister for Women and Equalities. It was previously part of the Home Office.
- 4.627 In 2013, the Department successfully introduced legislation on same sex marriage, with the Marriage (same sex couples) Act receiving Royal Assent on the 17th July. In the same year, the Department published the Government's first progress and good practice report on Body Confidence, which promoted understanding why body confidence matters and what industry and the voluntary sector can do to support young people's resilience and self-esteem.
- 4.628 Through the 2013 Enterprise and Regulatory Reform Act, the Department secured the relevant legislative changes that repealed provisions making employers liable for the harassment of their employees by third parties over whom they have no control. The Department also implemented a ban on age discrimination in the provision of services and the exercise of public functions.
- 4.629 During 2013, DCMS, in conjunction with the Department for Business, Innovation and Skills, developed an action plan to support business efforts to increase the number of women on Boards, and continued to implement Lord Davies recommendations and publishing annual progress reviews with the Review steering group.
- 4.630 On 12th February 2015, responsibility for child internet safety policy was transferred to DCMS from the Department for Education.
- 4.631 In May 2015, the Department set up a Science Advisory Council to provide policy with strategic evidential guidance.
- 4.632 From 2015, the Government Equalities Office (GEO) and the Equality and Human Rights Commission (an ALB) was transferred from DCMS to the Department for Education.
- 4.633 In July 2016, the Office for Civil Society was transferred from the Cabinet Office to DCMS.

Annex 1

Functions transferred from other departments to form DNH/DCMS



Annex 2

Machinery of Government Changes by year: DNH/DCMS 1992-2015

1993

Responsibility for the Treasure Trove Reviewing Committee in England and Wales moved from the Treasury to DNH.

Royal Parks Agency established as an executive agency within the Department of National Heritage.

National Lottery Division created within the Department Of National Heritage to oversee the implementation of the National Lottery in the UK.

1994

Ministerial responsibility for the Arts Councils of Scotland and Wales transferred to Secretaries of State for Scotland and Wales.

The Conservation Unit, a specialist team for advising government departments on the care of historic buildings transferred from the Department of Environment to DNH.

1995

DNH assumed responsibility for local authority archive services as provided by the Local Government (Records Act) 1962.

1996

DNH's Conservation Unit merged with English Heritage's Central Government and Palaces Team to create the new Government Historic Buildings Advisory Unit.

1997

Treasure Trove reviewing Committee replaced by The Treasure Valuation Committee.

1999

The Greater London Authority Act transferred responsibility for Trafalgar Square and Parliament Square from DCMS (formerly DNH) to the Greater London Authority.

DCMS's International Unit established to deal with foreign contacts in the relevant policy areas.

2000

DCMS's responsibilities for operating the Heritage Grant Fund (HGF) transferred to English Heritage on 1st April.

2001

After the June election, DCMS took over responsibility from the Home Office for alcohol and public entertainment licensing policy.

Also after the June election, the Department was also given responsibility for the policy areas of gambling, film and video classification, and horseracing.

After June, DCMS assumed responsibility from the Cabinet Office for co-ordinating Government support to the Commonwealth Games. The Games were held in Manchester in 2002 from 25th July to the 4th August.

2005

Transfer of the administration for listed buildings from DCMS to English Heritage.

DCMS takes on joint responsibility with the Department of Trade and Industry for sponsorship of the Design Council and the advertising, computer games and publishing industries.

DCMS was given responsibility for provision of providing humanitarian assistance to British victims of major disasters. Following the terrorist bombings in London on July 7th, the Humanitarian Assistance Unit was formed within DCMS to continue this work.

2010

On 20th July, responsibility for the Licensing Act 2003, except for regulated entertainment, was to be transferred to the Home Office. This was formerly a shared responsibility between the two departments.

2011

All responsibility for competition and policy issues relating to media, broadcasting, and digital and telecoms sectors transferred from BIS to DCMS. This included full responsibility for OFCOM's activity in these areas.

2012

In September, the Government Equalities Office (GEO) joined DCMS from the Home Office. It transferred to DCMS when the Secretary of State for Culture, Media and Sport was appointed Minister for Women and Equalities.

2014

1st April, BBC World Service (BBC WS) was transferred into DCMS from the Foreign and Commonwealth Office. From then on the BBC WS was funded by the BBC PSB Group.

Responsibility for the Olympic and Paralympic Legacy was transferred from Cabinet Office to DCMS

2015

In February, responsibility for child internet safety policy was transferred to DCMS from the Department for Education.

Transfer of responsibility for promoting high quality design in the built environment transferred from DCMS to DCLG.

DCMS given sole responsibility for the Digital Economy Unit. It previously shared responsibility with the Department of Business, Innovation and Skills.

The Government Equalities Office (GEO) and the Equality and Human Rights Commission (an ALB) was transferred from DCMS to the Department for Education.

2016

Data protection policy, including sponsorship of the Information Commissioner's Office, was transferred to DCMS from the Ministry of Justice.

Digital Inclusion Team was transferred from the Cabinet Office to DCMS and joined with the Digital Economy Unit.

The Office for Civil Society was transferred from the Cabinet Office to DCMS.

Annex 3

Acts of Parliament for which DNH/DCMS was the lead department: 1992-2012

Sporting Events (Control of Alcohol) (Amendment) Act 1992

An Act to extend the maximum period for which an order under section 3 of the Sporting Events (Control of Alcohol etc.) Act 1985 may remain in force.

Tourism (Overseas Promotion) (Wales) Act 1992

An Act to enable the Wales Tourist Board to carry on abroad activities to promote tourism to and within Wales.

National Lottery Act 1993

An Act to authorise lotteries to be promoted as part of a National Lottery; to make provision with respect to the running and regulation of that National Lottery and with respect to the distribution of its net proceeds; to increase the membership and extend the powers of the Trustees of the National Heritage Memorial Fund; to amend section 1 of the Revenue Act 1898 and the Lotteries and Amusements Act 1976; to amend the law relating to pool betting; and for connected purposes.

Olympic Symbols etc. (Protection) Act 1995

An Act to make provision about the use for commercial purposes of the Olympic symbol and certain words associated with the Olympic Games; and for connected purposes.

Broadcasting Act 1996

An Act to make new provision about the broadcasting in digital form of television and sound programme services and the broadcasting in that form on television or radio frequencies of other services; to amend the Broadcasting Act 1990; to make provision about rights to televise sporting or other events of national interest; to amend in other respects the law relating to the provision of television and sound programme services; to provide for the establishment and functions of a Broadcasting Standards Commission and for the dissolution of the Broadcasting Complaints Commission and the Broadcasting Standards Council; to make provision for the transfer to other persons of property, rights and liabilities of the British Broadcasting Corporation relating to their transmission network; and for connected purposes.

Treasure Act 1996

An Act to abolish treasure trove and to make fresh provision in relation to treasure.

National Heritage Act 1997

An Act to extend the powers of the Trustees of the National Heritage Memorial Fund.

Telecommunications (Fraud) Act 1997

An Act to amend the Telecommunications Act 1984 to make further provision for the prevention of fraud in connection with use of a telecommunication system.

Horserace Totalisator Board Act 1997 (repealed)

An Act to confer power on the Horserace Totalisator Board to receive or negotiate bets made otherwise than by way of pool betting.

The Wireless Telegraphy (TV Licence Fee) Regulations Act 1997

An Act to amend the Telecommunications Act 1984 to make further provision for the prevention of fraud in connection with use of a telecommunication system.

Data Protection Act 1998

An Act to make new provision for the regulation of the processing of information relating to individuals, including the obtaining, holding, use or disclosure of such information.

National Lottery Act 1998

An Act to make further provision in relation to the National Lottery; to make provision for and in connection with the establishment of a body corporate to be endowed out of the National Lottery Distribution Fund and to be known as the National Endowment for Science, Technology and the Arts; and for connected purposes. Created the National Lottery Commission, which replaced the Director General and the Office of the National Lottery (OFLOT).

Wireless Telegraphy Act 1998

An Act to make provision about the grant of, and sums payable in respect of, licences under the Wireless Telegraphy Act 1949 other than television licences, and about the promotion of the efficient use and management of the electro-magnetic spectrum for wireless telegraphy; and for connected purposes.

Dealing in Cultural Objects (Offences) Act 2003

An Act to provide for an offence of acquiring, disposing of, importing or exporting tainted cultural objects, or agreeing or arranging to do so; and for connected purposes.

National Lottery (Funding of Endowments) Act 2003

An Act to make provision about the funding of endowments from distributions of money out of the National Lottery Distribution Fund; and for connected purposes.

Communications Act 2003 (with DTI)

An Act to confer functions on the Office of Communications; to make provision about the regulation of the provision of electronic communications networks and services and of the use of the electro-magnetic spectrum; to make provision about the regulation of broadcasting and of the provision of television and radio services; to make provision about mergers involving newspaper and other media enterprises and, in that connection, to amend the Enterprise Act 2002; and for connected purposes.

Licensing Act 2003

An Act to make provision about the regulation of the sale and supply of alcohol, the provision of entertainment and the provision of late night refreshment, about offences relating to alcohol and for connected purposes.

Gambling Act 2005

An Act to make provision about gambling. It transferred authority for licensing gambling from the magistrates' courts to local authorities (specifically unitary authorities, and the councils of metropolitan borough, non-metropolitan district and London boroughs), or to Scottish licensing boards. The Act also created the Gambling Commission.

National Lottery Act 2006

An Act to make provision about the National Lottery. It implemented those decisions contained in the National Lottery Licensing and Regulation and National Lottery Funding Decision Documents published on 3 July 2003, and in the Review Decision Document published on 26 November 2004, which required legislation.

London Olympic Games and Paralympic Games Act 2006

An Act to make provision in connection with the Olympic Games and Paralympic Games that are to take place in London in the year 2012; to amend the Olympic Symbol etc. (Protection) Act 1995; and for connected purposes. The Act contained four main provisions: the establishing of the Olympic Delivery Authority, responsible for organising the games, the creation of an Olympic Transport Plan for the games, the regulation of advertising near the Games by the Secretary of State, and the regulation of street trading near the Games, also by the Secretary of State.

Video Recordings Act 2010

An Act to repeal and revive provisions of the Video Recordings Act 1984.

Sports Grounds Safety Authority Act 2011

An Act to confer further powers on the Football Licensing Authority and to amend its name to The Sports Grounds Safety Authority (SGSA); and for connected purposes.

Live Music Act 2012

An Act to amend the Licensing Act 2003 with respect to the performance of live music entertainment; and for connected purposes.

Annex 4

The National Archives: Generic Selection Criteria

1	The principal policies and actions of UK government
1.1	Records of policy decisions that had a significant impact on UK or international events and conditions where department was the lead (for example, foreign policy, policing, asylum and other legal cases, deployment of troops, setting the budget, intervention on foreign exchanges)
1.2	Records that show the development of primary legislation where department is the lead (for example, work on White or Green papers, Bills, Acts, notes on clauses, policy working groups or committees)
1.3	Records that show the development of secondary legislation where department was the lead (for example, work on statutory instruments)
1.4	Key records that illustrate how legislation was implemented where department was the lead
1.5	Records of decisions that affect the way an organisation conducts its core functions (for example, decisions that set a precedent or had an impact on wider political developments)
1.6	Records of projects that were particularly innovative, or were significant from the perspective of cost, risk or impact (for example, Millennium Dome project and project to build the new British Library)
2	The structures and decision-making process in government
2.1	High-level governance records (for example, agendas, minutes and papers of Cabinet Committees, management boards, key committees, ministerial committees) – see OSP 35 – Board and Committee records
2.2	Records that show dissolution, creation, merger of departments, agencies (for example recent machinery of government changes under the programme to reform public bodies in 2010/11) – see OSP 24 – Machinery of Government Changes and the management of the Civil Service 1974 to 2000
2.3	Records that illustrate how a body or function was privatised/nationalised (for example, privatisation of British Rail)
2.4	Records (for example, evidence, transcripts, reports) of tribunals, commissions, inquiries or inquests that were of particular public interest or had a significant impact on policy or process
2.5	Constitutional relationships (for example, government relationship with devolved administrations)
2.6	Records of discussions/actions where there was involvement of secretary of state/minister (unless they are non-public records such as party political and constituency records - see OSP 12 on the central direction and oversight of government policy)
2.7	Records reflecting the creation/development of key departmental function/structure
3	The state's interaction with the lives of its citizens
3.1	Aggregated data which provides extensive information on individuals or groups (see OSP 30 on interaction between the state and the citizen), places or organisations (case files or datasets, for example, Census records)
3.2	Records that illustrate a significant event/person/group which lead to a change in policy, set a precedent or caused controversy and add to what is already known - see OSP 48 on case files (for example, a legal case that set a precedent in how a particular law was applied in practice)
3.3	Websites of UK Government departments and agencies in accordance with OSP 27
4	The state's interaction with the physical environment
4.1	Records which document the impact of policies/proposals on the natural environment (for example, impact of decision to build a nuclear power station on the surrounding area)
4.2	Records of significant events (natural/man-made) which lead to a change in policy, or set a precedent (for example, foot and mouth crisis)
4.3	Key records that establish or re-affirm UK Crown responsibilities (property and major assets) (for example, OS maps, Thames Barrier, Channel Tunnel, Olympic venues)

5	Records that should always be selected
5.1	Any record created earlier than 1660 (a requirement of the Public Records Act 1958)
5.2	Papers cited in, or noted as consulted in the preparation of Cabinet Office official histories

6	Records that should not be selected
6.1	Copy papers (for example, copies of policy or discussion papers circulated between departments)
6.2	Information of reference/short-term value
6.3	Operational or administrative records (for example Finance records such as invoices, receipts and HR records such as grievance papers)
6.4	Department or branch is not the lead (for example, inquiry records where the department was not the secretariat, policy papers where another government department was the lead)
6.5	Newspaper cuttings/copies of publications
6.6	Routine or stand-alone case files that do not fall within criteria 3.1 or 3.2
6.7	Records/information captured elsewhere or already preserved at The National Archives (for example Hansard, published advice and guidance, annual reports, Parliamentary papers)
6.8	Non public-records
6.9	Records that need to be retained by law but aren't considered to be of historical value (for example, finance records, health and safety, nuclear waste disposal records)
6.10	Minimal content (for example very few papers on a file) or where the content doesn't add substantially to what is already known
6.11	Public correspondence unless it forms a part of records selected under criteria 1, 2, 3, and 4
6.12	Records published on a departmental website providing they are captured fully into the UK government web archive